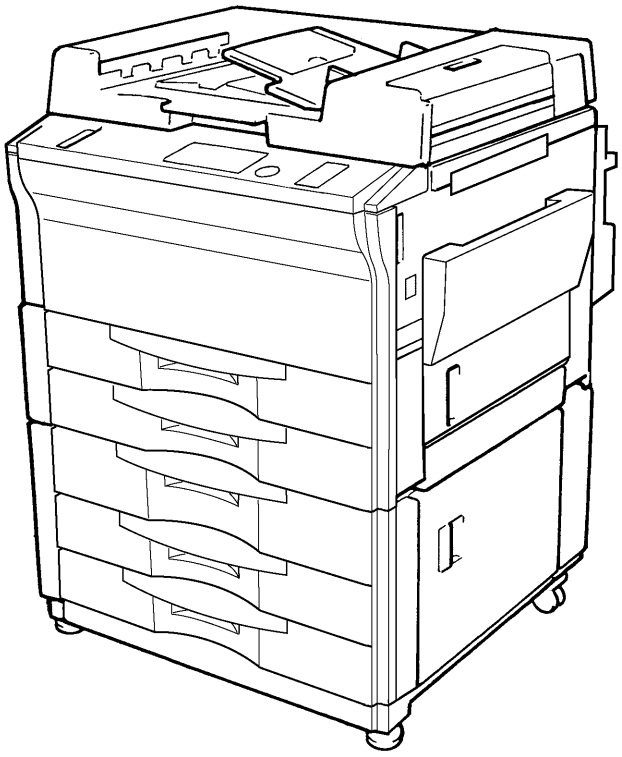
1177-7704-02

MINOLTA

Di181

Operator's Manual



Energy

Using the Machine Properly

To ensure the optimum performance of the machine, follow the precautions listed below.

- Never place a heavy object on the machine.
- Never subject the machine to shocks.
- Never open any doors or turn the machine off while the machine is making copies.
- Never bring any magnetized object near the machine.
- Never use flammable sprays, liquids or gases near the machine.
- Never modify the machine, as a fire or electrical shock could result.
- Never remove any panel or cover which is secured. The machine contains high voltage components which can cause electrical shock.
- Never tamper with the laser mechanism in laser-equipped models, as blindness or other injury may result.
- Never drop paper clips, staples or other small pieces of metal through the vents or other openings in the machine, as a fire or electrical shock can result.
- Never place containers of liquid on the machine. If liquids get inside the machine, they can cause fire or electrical shock. If a piece of metal or any liquid gets inside the machine, immediately turn the machine off, unplug the power cord and call your technical representative. A fire or electrical shock can result if the machine remains plugged in or is operated after metal or liquid gets inside.
- Never leave the machine running if it becomes unusually hot, or if smoke or an unusual odor or noise is detected. Should any of these conditions occur, immediately turn the machine off, unplug the power cord and call your technical representative. A fire or electrical shock can result if the machine remains plugged in under any of these conditions.
- Always insert the power plug all the way into the outlet.
- Always make sure that the outlet is visible, clear of the machine or machine cabinet.
- Always provide good ventilation when making a large number of continuous copies.
- Never pull on the power cord, and always hold the plug when unplugging the power cord. A damaged cord could result in a fire or cause an electrical shock.
- Never unplug the power cord with a wet hand, as it could cause an electrical shock.
- Always unplug the power cord before moving the machine. Moving the machine with the power cord plugged in can damage the cord resulting in a fire or causing an electrical shock.
- Always unplug the power cord when the machine is not going to be used for a long time.
- Never place a heavy object on the power cord, or pull or bend it, as a fire or electrical shock can result.
- Always ensure that the machine does not sit on or move onto the power cord or communications cable of other electrical equipment, as malfunctioning equipment or a fire could result.

- Always ensure that the power cord or communications cable of other electrical equipment does not become wedged into the machine mechanism, as malfunctioning equipment or a fire could result.
- Always use the correct power voltage, as improper voltage can cause a fire or electrical shock.
- Never use a multiple outlet adapter, as a fire or electrical shock can result.
- Should the power cord become damaged, immediately turn the machine off, unplug the power cord and call your technical representative. A damaged cord can result in a fire or cause an electric shock.
- If an extension cord is needed, use one with a greater rated capacity than the maximum power requirements of the machine. The use of an extension cord that falls short of supporting the maximum power requirements can result in overheating or a fire.
- Always unplug the machine whenever anything unusual is observed during operation. Make sure that the outlet is nearby and clear of the machine and furniture.

NOTE

=Locate the machine in a Well Ventilated Room=

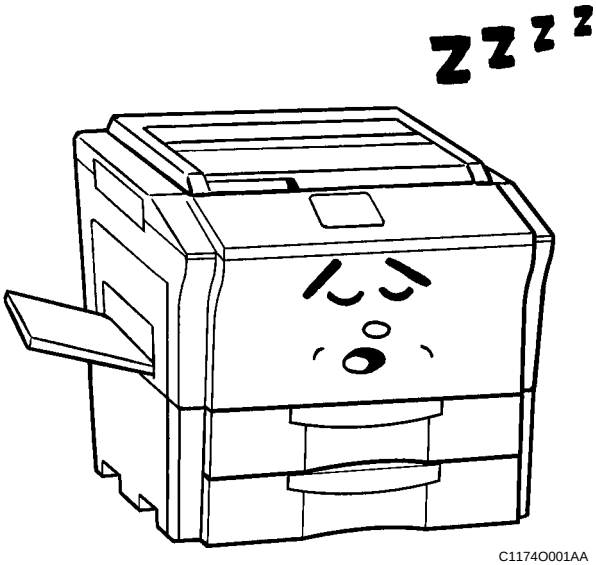
A negligible amount of ozone is generated during normal operation of this machine. An unpleasant odor may, however, be created in poorly ventilated rooms during extensive machine operations. For a comfortable, healthy and safe operating environment, it is recommended that the room be well ventilated.

Remarque

=Placer l'appareil dans une pièce largement ventilée=

Une quantité d'ozone négligeble est dégagée pendant le fonctionnement de l'appareil quand celui-ci est utilisé normalement. Cependant, une odeur désagréable peut être ressentie dans les pièces dont l'aération est insuffisante et lorsqu'une utilisation prolongée de l'appareil effectuée. Pour avoir la certitude de travailler dans un environnment réunissant des conditions de confort, santé et de sécurité, il est préférable de bien aérer la pièce ou se trouve l'appareil.

As an ENERGY STAR® Partner, we have determined that this machine meets the ENERGY STAR® Guidelines for energy efficiency.



What is an ENERGY STAR® product ?

An ENERGY STAR® product has a special feature that allows it to automatically switch to a “low-power mode” after a period of inactivity. An ENERGY STAR® product uses energy more efficiently, saves you money on utility bills and helps protect the environment.

Recycled Paper (USA market only)

Your Minolta Machine has been designed to use the following Recycled Paper

Minolta Recycled Bond Item NO. 8925 701
20% Post Consumer Waste

MINOLTA

Thank you for choosing Minolta quality. For over 30 years Minolta has been a leader on the forefront of office equipment technology and service. Our desire has always been to bring you highly reliable products. We pledge to continue to provide you, our customer, with our state of the art equipment, as well as full customer service for all our products. We look forward to a long healthy relationship with you and our company. If you have any questions or comments about Minolta, our product or service, please let us know. Our fax number is 800-237-8087 (for U.S.A. and Canada). Thank you again.

This operator's manual explains how to operate the copier and replenish its supplies. It also gives some troubleshooting tips as well as general precautions to be observed when operating the copier.

To ensure the best performance and effective use of your copier, read this manual carefully until you familiarize yourself thoroughly with the copier's operation and features. After you have read through the manual, keep it ready for reference.

Please use this manual as a quick and handy reference tool for immediately clarifying any questions which may arise.

MC-F01

WARNING
This equipment has been tested and found to comply with the limits for a Class A digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment. This equipment generates, uses, and can radiate radio frequency energy and if not installed and used in accordance with the instruction manual, may cause harmful interference to radio communications. Operation of this equipment in a residential area is likely to cause harmful interference in which case the user will be required to correct the interference at his own expense.

The design and production of this unit conforms to FCC Regulations, and any changes or modifications must be registered with the FCC and are subject to FCC control. Any changes made by the purchaser or user without first contacting the manufacturer will be subject to penalty under FCC regulations.

FCC-F01

This Class A digital apparatus complies with Canadian ICES-003.
Cet appareil numérique de la classe A est conforme à la norme NMB-003 du Canada.

IC-F03

Contents

Chapter 1 Safety Notes 1-1

1. Installing the Machine 1-2
    - Installation Site 1-2
    - Power Source 1-2
    - Space Requirements 1-2
2. Precautions for Use 1-3
    - Operating Environment 1-3
    - Using the Machine Properly 1-3
    - Moving the Machine 1-3
    - Care of Machine Supplies 1-3
    - Legal Restrictions on Copying 1-4

Chapter 2 Getting to Know Your Machine 2-1

1. System Overview 2-2
2. Machine Parts and Accessories 2-3
3. Control Panel Keys and Indicators 2-6
4. Turning the Machine ON/OFF and Enabling the Initial Mode 2-9
    - Turning ON and OFF 2-9
    - When the Machine is Turned ON 2-9
    - Initial Mode 2-9
5. Auxiliary Functions 2-10

Chapter 3 Making Copies 3-1

1. Basic Copying Overview 3-2
2. Placing Originals 3-4
    - The Original Glass 3-4
    - Using the Automatic Document Feeder 3-6
3. Manual Bypass Copying 3-10
4. Copy Paper Size 3-12
5. Zoom Ratio 3-14
6. Image Density 3-16
7. Original ▶ Copy Type 3-18
    - Original ▶ Copy Types 3-18
8. Finishing Mode 3-20
    - Finishing Modes 3-20
9. File Margin Mode 3-22
10. Erase Mode 3-23

Chapter 4 Using the User Mode 4-1

1. Meter Count 4-2
2. Toner Replenisher/Drum Dehumidifier 4-3
    Toner Replenisher 4-3
    Drum Dehumidifier 4-3
3. User's Choice 4-4
    Making the User's Choice Mode Settings 4-10

Chapter 5 When an Indicator Lights Up 5-1

1. When the Add Paper Indicator Lights Up 5-2
    Adding Paper 5-2
2. When the Add Toner Indicator Lights Up 5-5
    Replacing the Toner Bottle 5-5
3. When the Open Door Message is Displayed 5-6
4. When the Misfeed Indicator Lights Up 5-8
    Misfeed Clearing Procedures 5-9
5. When the Call-Tech.-Rep. Indicator Lights Up 5-14
    Resetting the Call-Tech.-Rep. Indicator 5-14
6. Quick Reference for Other Messages 5-15

Chapter 6 Troubleshooting 6-1

1. When this Type of Copy is Produced 6-2
2. When the Machine is not Functioning Properly 6-4

Chapter 7 Miscellaneous 7-1

1. Specifications 7-2
2. Care of the Machine 7-4
    Cleaning 7-4
3. Function Combination Matrix 7-6
4. Copy Paper Sizes and Zoom Ratio Table 7-7

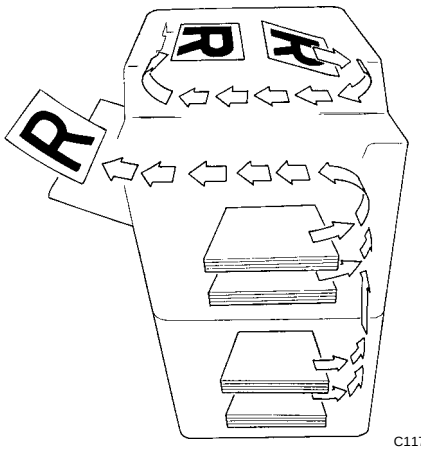
Appendix Index A-1

Terms and Symbols for Original Types and Copy Paper

A few special terms and symbols are used in this manual to designate types of originals and copy paper. This page explains about these terms and symbols.

Feeding Direction (copy paper path)

In this machine, copy paper is taken up from the right-hand side and fed through the machine toward the left-hand side, face up onto the Copy Tray. In the figure below, the direction in which the copy paper is fed, as indicated by the arrow, is called the “feeding direction.”

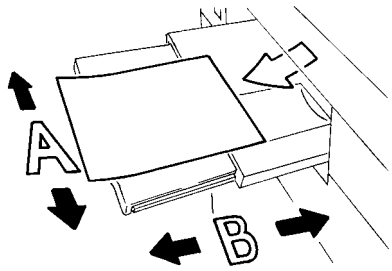


C1177O038CA

“Width” and “Length”

When we talk about the size of the original or copy, we call side A “width” and side B “length.”

A: width
B: length

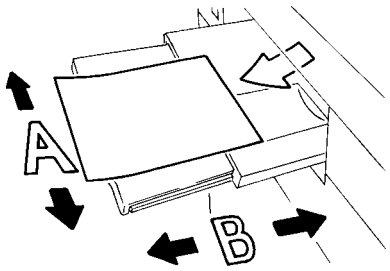


1139O161

Terms and Symbols Used

<Lengthwise >

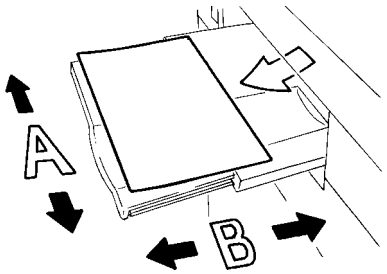
When the original or copy has a “length” longer than its “width,” we call it “lengthwise” and use symbol “L” or “ .”



1139O161

<Crosswise >

When the original or copy has a “length” shorter than its “width,” we call it “crosswise” and use symbol “C” or “ ”



1139O162

Safety Information

Laser Safety

This is a digital machine which operates by means of a laser. There is no possibility of danger from the laser, provided the machine is operated according to the instructions in this manual.

Since radiation emitted by the laser is completely confined within protective housing, the laser beam cannot escape from the machine during any phase of user operation.

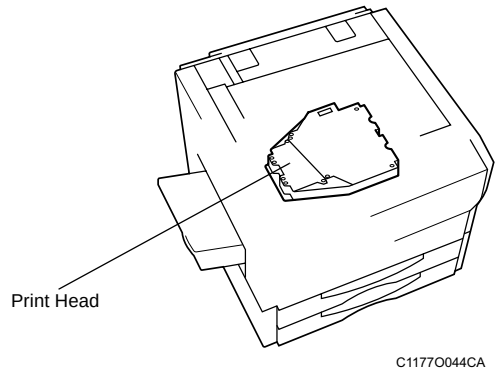
This machine is certified as a Class 1 laser product. This means the machine does not produce hazardous laser radiation.

Internal Laser Radiation

Maximum Average Radiant Power: 15.6 µW at the laser aperture of the print head unit.

Wavelength: 770-795 nm

This product employs a Class IIIb Laser Diode that emits an invisible laser beam.
The Laser Diode and Scanning Polygon Mirror are incorporated in the print head unit.
The print head unit is NOT A FIELD SERVICE ITEM.
Therefore, the print head unit should not be opened under any circumstances.



For the United States

CDRH regulation
This machine is certified as a Class 1 Laser product under the Radiation Performance Standard according to the Food, Drug and Cosmetic Act of 1990. Compliance is mandatory for Laser products marketed in the United States and is reported to the Center for Devices and Radiological Health (CDRH) of the U.S. Food and Drug Administration of the U. S. Department of Health and Human Services (DHHS). This means that the device does not produce hazardous laser radiation.

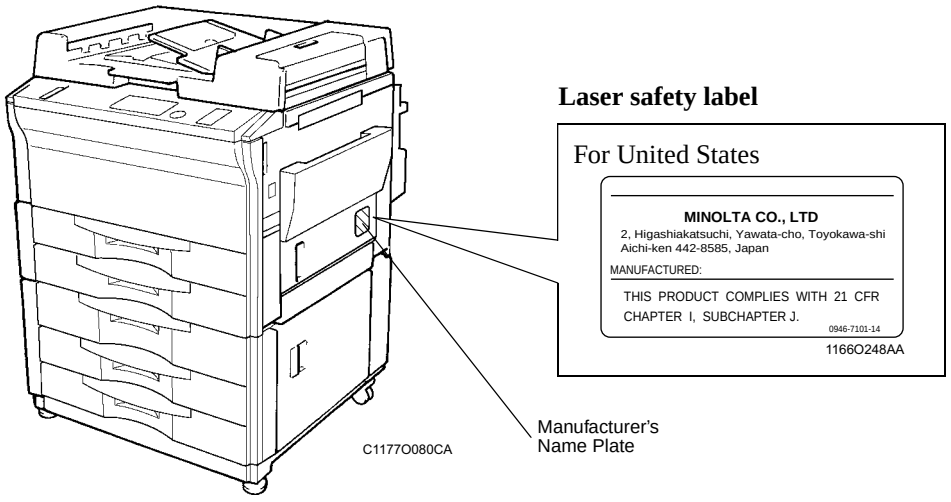
The label shown on page vi indicates compliance with the CDRH regulations and must be attached to laser products marketed in the United States.

> **CAUTION**: Use of controls, adjustments or performance of procedures other than those specified in this manual may result in hazardous radiation exposure.

This is a semiconductor laser. The maximum power of the laser diode is 5 mW and the wavelength is 770-795 nm.

Laser Safety Label

A laser safety label is attached to the outside of the machine as shown below.



The Manufacturer's Name Plate is affixed at the position illustrated above.
Please write down the Model Name and Serial No. of your machine here.

Model:
Serial No.:

Chapter 1

Safety Notes

1. Installing the Machine

Installation Site

To ensure utmost safety and prevent possible malfunctions of the machine, install it in a location which meets the following requirements.

- A place away from a curtain or the like that may catch fire and burn easily.
- An area where there is no possibility of being splashed with water or other types of liquid.
- An area free from direct sunlight.
- A place out of the direct air stream of an air conditioner, heater, or ventilator.
- A well-ventilated place.
- A dry place.
- A dust-free location.
- An area not subject to vibration.
- A stable and level location.
- A place where ammonia or other organic gas is not generated.
- A place which does not put the operator in the direct stream of exhaust from the machine.
- A place away from any kind of heating device.

Power Source

The power source voltage requirements are as follows.

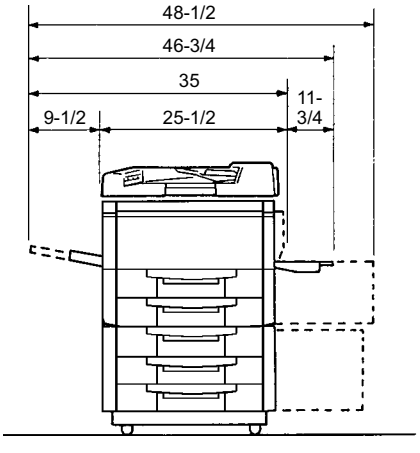
- Use a power source with little voltage fluctuation.
  Voltage Fluctuation: Within ±10%
  Frequency Fluctuation: Within ±0.3%

Space Requirements

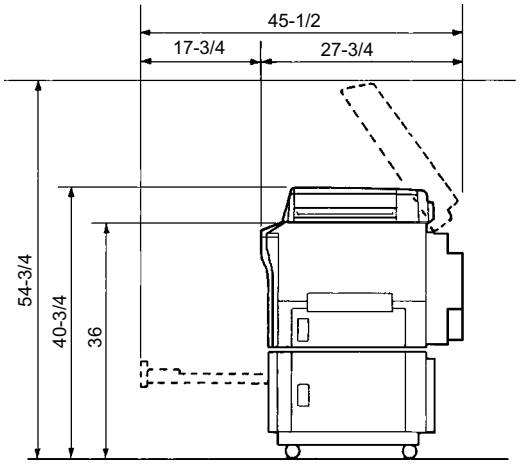
To ensure easy machine operation, supply replacements, and service maintenance, adhere to the recommended space requirements detailed below.

NOTE

Be sure to allow a clearance of 6" or more at the back of the machine for the ventilation duct.



C1177O037CA



C1177O045CA

Scale: inch

2. Precautions for Use

Operating Environment

The operating environmental requirements of the machine are as follows.

Temperature: 10°C to 30°C (50°F to 86°F) with a fluctuation of 10°C (18°F) per hour.
Humidity: 15% to 85% with a fluctuation of 20% per hour.

Using the Machine Properly

To ensure the optimum performance of the machine, follow the precautions listed below.

- ◆ NEVER place a heavy object on the machine or subject the machine to shocks.
- ◆ NEVER open any doors, or turn OFF the machine while the machine is making copies.
- ◆ NEVER bring any magnetized object or use flammable sprays near the machine.
- ◆ NEVER remodel the machine, as a fire or electrical shock could result.
- ◆ ALWAYS insert the power plug all the way into the outlet.
- ◆ ALWAYS make sure that the outlet is visible, clear of the machine or machine cabinet.
- ◆ ALWAYS provide good ventilation when making a large number of continuous copies.

NOTE
= Locate the Machine in a Well Ventilated Room =
A negligible amount of ozone is generated during normal operation of this machine. An unpleasant odor may, however, be created in poorly ventilated rooms during extensive machine operations. For a comfortable, healthy, and safe operating environment, it is recommended that the room be well ventilated.

REMARQUE
= Placer l'appareil dans une pièce largement ventilée =
Une quantité d'ozone négligable est dégagée pendant le fonctionnement de l'appareil quand celui-ci est utilisé normalement. Cependant, une odeur désagréable peut être ressentie dans les pièces dont l'aération est insuffisante et lorsque une utilisation prolongée de l'appareil est effectuée. Pour avoir la certitude de travailler dans un environnement réunissant des conditions de confort, santé et de sécurité, il est préférable de bien aérer la pièce ou se trouve l'appareil.

Moving the Machine

If you need to transport the machine over a long distance, consult your Technical Representative.

Care of Machine Supplies

Use the following precautions when handling the machine supplies (toner, paper, etc.).

- ◆ Store the paper, toner, and other supplies in a place free from direct sunlight and away from any heating apparatus. Keep them in a dry, cool, clean environment.
- ◆ Store paper, which has been removed from its wrapper but not loaded into the drawer, in a sealed plastic bag in a cool, dark place.
- ◆ Keep supplies out of the reach of children.
- ◆ If your hands become soiled with toner, wash them with soap and water immediately.

Legal Restrictions on Copying

Certain types of documents must never be copied by the machine for the purpose or with the intent to pass copies of such documents off as the original. The following is not a complete list but is meant to be used as a guide to responsible copying.

Financial Instruments
- Personal checks
- Travelers checks
- Money orders
- Certificates of deposit
- Bonds or other certificates of indebtedness
- Stock certificates

Legal Documents
- Food stamps
- Postage stamps (canceled or uncanceled)
- Checks or drafts drawn by government agencies
- Internal revenue stamps (canceled or uncanceled)
- Passports
- Immigration papers
- Motor vehicle licenses and titles
- House and property titles and deeds

General
- Identification cards, badges, or insignias
- Copyrighted works without permission of the copyright owner

In addition, it is prohibited under any circumstances to copy domestic or foreign currencies or works of art without permission of the copyright owner.

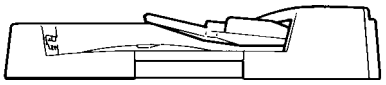
When in doubt about the nature of a document, consult with legal counsel.

Chapter 2

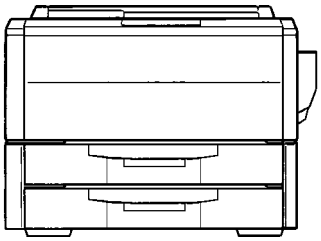
Getting to Know Your Machine

1. System Overview

◆ **Automatic Document Feeder AF-5 <Option>**
Permits automatic feeding of multiple originals.



1151O006



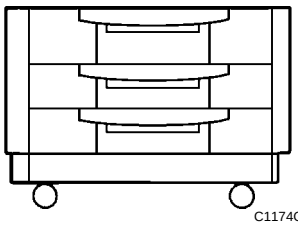
C1174O004AA

◆ **Di181**
Equipped with two Paper Drawers and a Multi Bypass Tray to hold up to 550 sheets of copy paper. The Multi Bypass Tray allows you to make a copy on paper that is not loaded in any of the Drawers and is fed into the machine manually.

◆ **8MB Memory <Option>**
Expands the memory capacity of the machine.

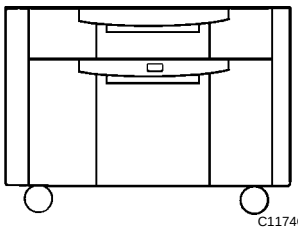
◆ **Printer Controller Pi1800 <Option>**
When installed in the copier, the copier can perform as a printer.

◆ **Fax Unit for Di181 <Option>**
When installed in the copier, the copier can perform as a fax.



C1174O039AA

◆ **2Way Paper Feed Cabinet PF-207 <Option>**
Equipped with two paper drawers to hold up to 1,100 sheets of copy paper (20 lbs.).

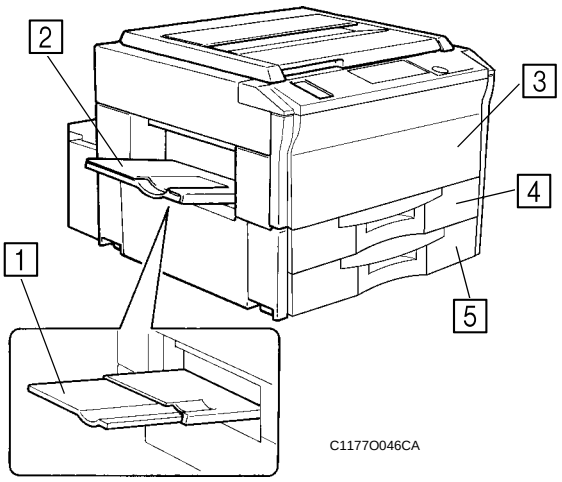


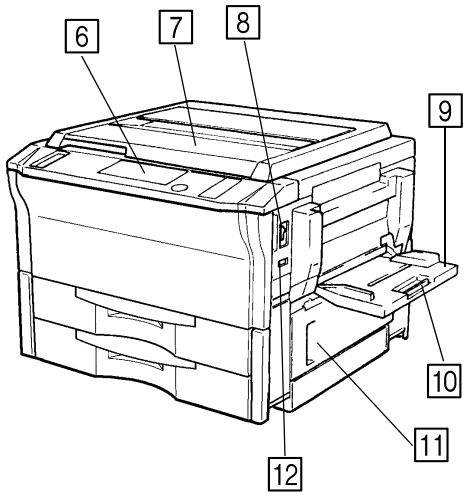
C1174O040AA

◆ **Large Capacity Cabinet PF-114 <Option>**
Holds up to 2,700 sheets of copy paper (20 lbs.).

2. Machine Parts and Accessories

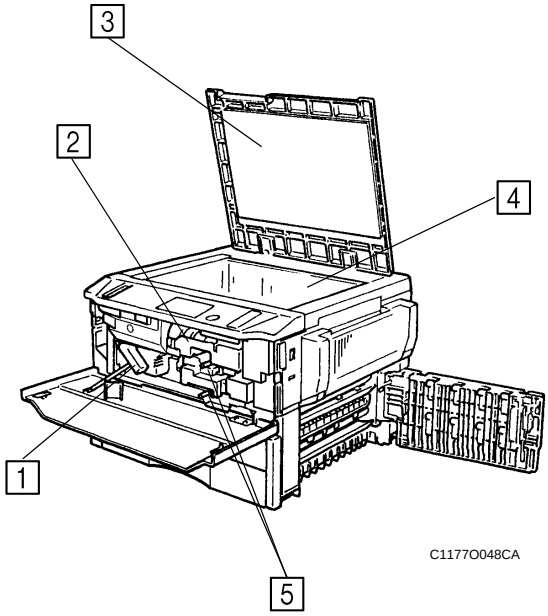
Outside the Machine



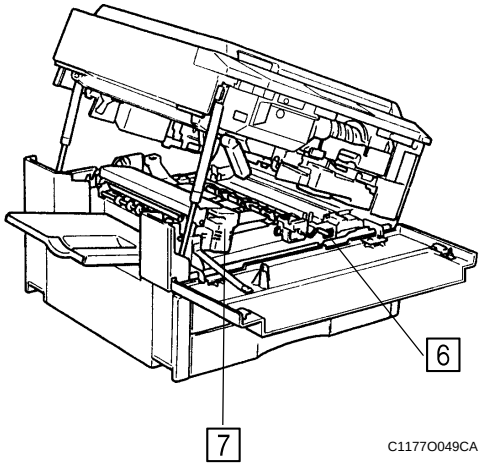


1 **Copy Tray Extender:**	Slide this out when making copies on large-size paper.
2 **Copy Tray:**	Holds copies fed out of the machine.
3 **Front Door:**	Open for the following purposes: • Replacing the Toner Bottle ☞ p. 5-5 • Clearing a paper misfeed ☞ p. 5-9 • Cleaning the Corona Units ☞ p. 7-5
4 **1st Drawer:**	Holds up to 250 sheets of paper. ☞ p. 5-2 The Edge Guide and Trailing Edge Stop are movable, allowing you to load paper of different sizes.
5 **2nd Drawer:**	Holds up to 250 sheets of copy paper. ☞ p. 5-3
6 **Control Panel:**	Use to start a copy cycle or make various copy-job settings. ☞ p. 2-6
7 **Original Cover: (Option)**	Holds the original placed on the Original Glass in position.
8 **Power Switch:**	Use to turn ON and OFF the machine. ☞ p. 2-9
9 **Multi Bypass Tray:**	Holds up to 50 sheets of standard paper. ☞ p. 3-10
10 **Multi Bypass Tray Extender:**	Slide this out when using large-size copy paper. ☞ p. 3-10
11 **Right Door:**	Open to clear a paper misfeed. ☞ p. 5-10
12 **Total Counter:**	Shows the total number of copies made so far.

Inside the Machine



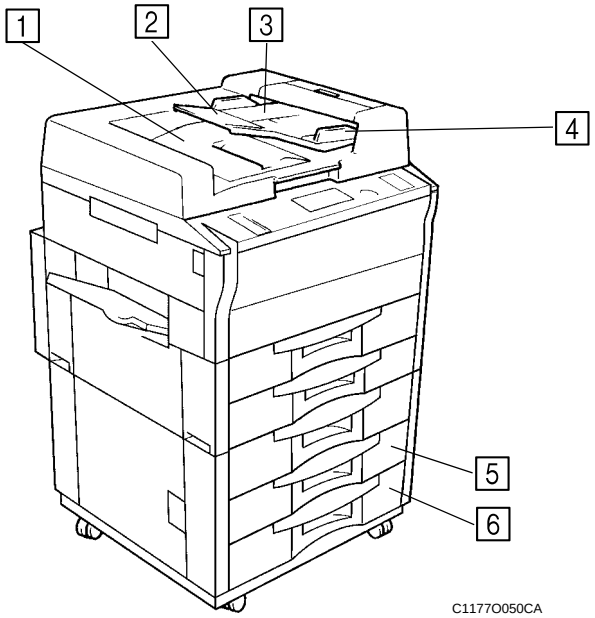
C1177O048CA



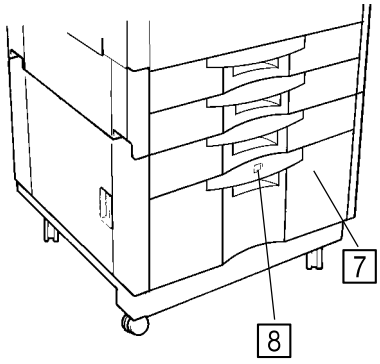
C1177O049CA

1	**Lock Release Lever:**	Turn clockwise to swing up the Upper Half of the machine to clear a paper misfeed.
2	**Toner Bottle Holder:**	Swing open to replace the Toner Bottle. ☞ p. 5-5
3	**Original Pad:**	Holds the original in position on the Original Glass.
4	**Original Glass:**	Place the original face down on this Glass.
5	**Corona Unit Cleaning Lever (Upper/Lower):**	Operate the Lever to clean the corresponding Corona Unit if unwanted lines are produced on the copy. ☞ p. 7-5
6	**Dehumidifier Switch:**	Turn ON to prevent condensation from forming on the PC Drum when power is turned OFF. (For use by a Technical Representative only.)
7	**Fusing Unit Lock Handle:**	Hold onto this handle when lifting the Upper Half of the Fusing Unit. ☞ p. 5-9

Options



C1177O050CA



C1174O012AA

Automatic Document Feeder AF-5

1	**Document Exit Tray:**	Receives originals that are automatically ejected from the Automatic Document Feeder.
2	**Document Feed Tray Extender:**	Pull out when loading large-size originals.
3	**Document Feed Tray:**	Load the originals face up on this tray.
4	**Document Guide Plate:**	Slide this plate to match the size of the original.

2Way Paper Feed Cabinet PF-207

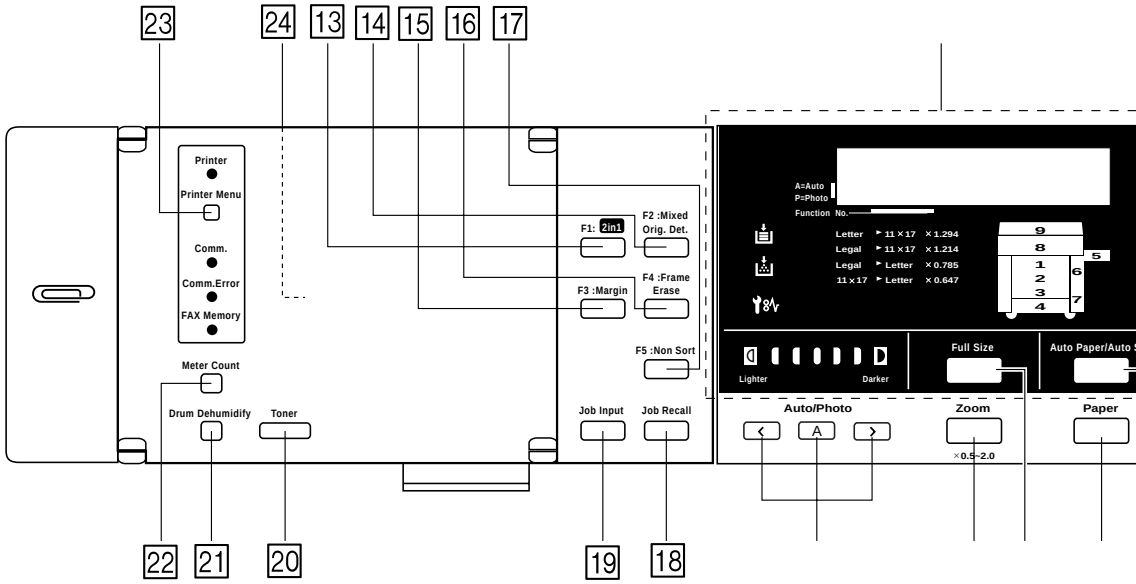
5	**3rd Drawer:**	Holds up to 550 sheets of paper. ☞ p. 5-3
6	**4th Drawer:**	Holds up to 550 sheets of paper. ☞ p. 5-3

Large Capacity Cabinet PF-114

7	**3rd Drawer:**	Holds up to 2,700 sheets of paper. ☞ p. 5-4
8	**Paper Descent Key:**	Press before sliding the Drawer out. ☞ pp. 5-4, 5-12

3. Control Panel Keys and Indicators

Control Panel



1 **Display Panel**
☞ p. 2-8

2 **Keypad**
Use to enter the number of copies to be made and other numeric data.

3 **Energy Saver Key**
Press to set the machine into the Energy Saver Mode. ☞ p. 2-10

4 **Clear Key**
Press to reset the multi-copy entry to 1 and reset values that have been entered through the Keypad to their original settings.

5 **Panel Reset Key**
Press to set the machine into the initial mode, clearing all settings made previously on the Control Panel. Pressing this key will also clear any scanned image data.
☞ p. 2-10
* It does not, however, clear the contents of the copying job program memory.

6 **Stop Key**
Press to stop a multi-copy cycle.

7 **Start Key**
Press to start a copy cycle.

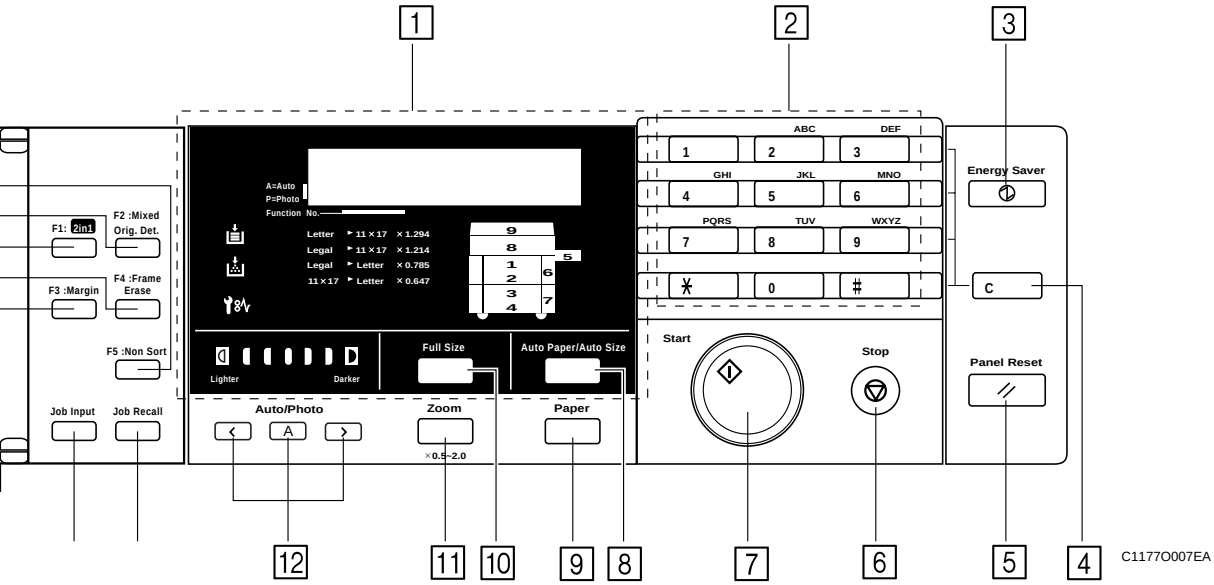
8 **Auto Paper / Auto Size Key**
Press this key to select the Auto Paper, Auto Zoom and Manual Selection Modes.

9 **Paper Select Key**
Press to select the drawer that contains the desired paper size. ☞ p. 3-12

10 **Full Size Key**
Press to select full size (100%). ☞ p. 3-15

11 **Zoom Key**
Press this key to select various modes for determining the zoom ratio of the machine. The modes available include Fixed Zoom, Zoom from Memory and the Keypad Input Zoom Mode. (The zoom ratio can be input in increments of 0.001, between the range of ×0.500 and ×2.000 using the Keypad Input Zoom Mode.) ☞ p. 3-15

12 **Exposure Control Keys**
(<) (>) : Press as necessary to vary the exposure level in the Manual Exposure Mode.
(A) : Press to select either the Auto Exposure Mode, Manual Exposure Mode, or Photo Mode. ☞ pp. 3-16, 3-17



13 **F1: 2in1 Key**
Press this key to generate a one-sided copy of two documents reduced to fit onto one sheet of paper. ☞ p. 3-18
* This feature is only supported when the Automatic Document Feeder is attached.

14 **F2: Mixed Original Detection Key**
Press when making copies using the Automatic Document Feeder in which originals of assorted sizes are loaded together. ☞ p. 3-7

15 **F3: Margin Key**
Press this key to create copies of documents with an added 4/16"-12/16" margin for easy filing. ☞ p. 3-22

16 **F4: Frame Erase Key**
Press this key to erase anything that might appear around the frame of a document. ☞ p. 3-23

17 **F5: Nonsort Key**
Press this key to select the Sort and Nonsort Modes. ☞ p. 3-20

18 **Job Recall Key**
Press to call up a copy job program previously stored in the program memory. ☞ p. 2-11

19 **Job Input Key**
Press to store a copy job program in the program memory. ☞ p. 2-11

20 **Toner Key**
Press when the image on the copy becomes too light. ☞ p. 4-3

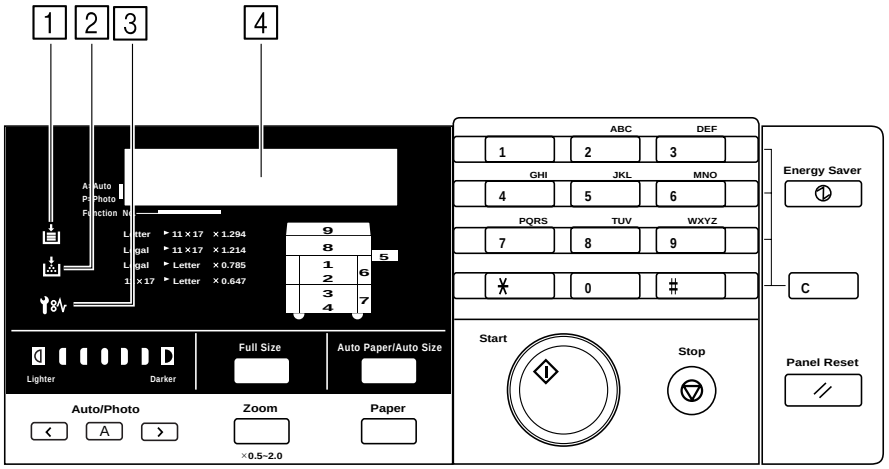
21 **Drum Dehumidify Key**
Press to remove condensation formed on the surface of the PC Drum. ☞ p. 4-3

22 **Meter Count Key**
Press this key to display the current Total Count and Size Count values of the machine. ☞ p. 4-2

23 **Printer Menu Key**
Press this key to enter the printer mode.
* This feature is only supported when the Controller Unit is installed.
For more details, refer to the Operator's Manual for the Printer Controller Pi1800.

24 **Fax Function Keys**
Press these keys to enter fax settings.
* This feature is only supported when the Fax Unit is installed.
For more details, refer to the Operator's Manual for the Fax Unit for the Di181.

Display Panel



C1177O008EA

1 Add Paper Indicator

Indicates when a drawer is empty or when it is not loaded into the machine. Also indicates when the Front Door or Right Door is open. ☞ p. 5-2

2 Add Toner Indicator

Indicates that the Toner Bottle is running out of toner. Replace the Toner Bottle as soon as possible. ☞ p. 5-5

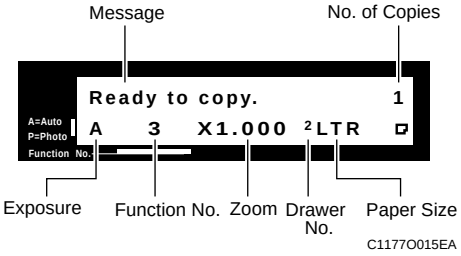
3 Call-Tech.-Rep. / Misfeed Indicator

Indicates that a malfunction (in the machine) or a paper misfeed (in the machine or one of its optional units) has occurred. ☞ pp. 5-8, 5-14

4 Message Display

Serves as the basic source of information showing such information as warning messages and the current copy mode.

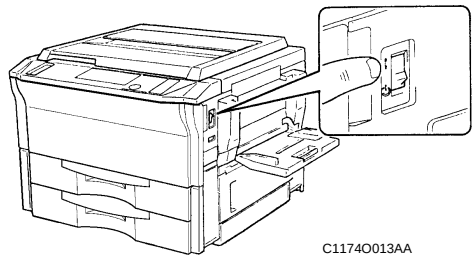
The contents of the Message Display



C1177O015EA

4. Turning the Machine ON/OFF and Enabling the Initial Mode

Turning ON and OFF

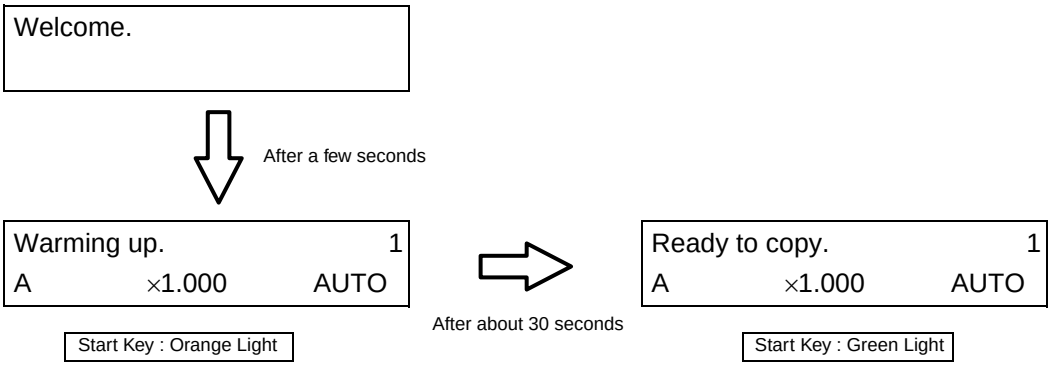


- Turning the Machine ON
  Press the Power Switch to the ❙ (ON) position.
- Turning the Machine OFF
  Press the Power Switch to the ⏻ (OFF) position.

When the Machine is Turned ON

When the power to the machine is turned on, a welcome message will appear in the Message Display and the light in the Start Key will turn orange. After a few seconds "Warming up." will appear in the Message Display and the machine will enter the warm-up mode.

In about 30 seconds the warm-up mode will finish, "Ready to copy." will appear in the Message Display and the light in the Start Key will turn green indicating that the machine is ready.



Initial Mode

When the Power Switch is turned ON, the initial settings are indicated in the Message Display.
* The initial settings serve as the reference for all Control Panel settings to be later made.

No. of copies selected	: 1	Exposure	: Auto Exposure
Zoom Ratio	: × 1.000	Orig. ▶ Copy	: From 1-sided original to 1-sided copy
Paper	: Auto Paper	Finishing	: Nonsort

* The Finishing Mode will change to Sort if the machine is equipped with an Auto Document Feeder.

Useful Tip
The initial mode can be changed. For details, see User's Choice. ☞ *p. 4-4*

5. Auxiliary Functions

Panel Resetting

The Panel Reset Key resets all Control Panel settings to default settings including the number of copies and zoom ratio.

* If an Automatic Document Feeder is used, the original on the Original Glass will be ejected out of the unit.

Useful Tip

The Panel Reset Key enables you to quickly cancel all previous settings.

Auto Panel Reset Function

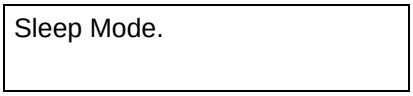
This function returns the machine to its default settings if no key is pressed within approximately 60 seconds of a copy cycle or the entry of a copy setting.

Useful Tip

The time for the machine to enter the Auto Panel Reset Function can be changed to 30 seconds. Also, the Auto Panel Reset Function can be enabled or disabled by the User's Choice. ☞ *p. 4-7*

Sleep Function

The machine is equipped with an energy saving function that is enabled automatically when the machine is not used for a preset period of time. This function conserves more energy than the Energy Saver Mode. However, recovery from the Sleep Function takes longer than from the Energy Saver Mode. Initially, the Sleep Function is set to operate after 30 minutes of inactivity. The Sleep Function is cancelled as soon as any key of the Control Panel is pressed.



Useful Tips

- *The time for the machine to enter the Sleep Mode can be selected from 1 to 240 minutes by using the User's Choice.* ☞ *p. 4-8*
- *The Sleep Function can also be disabled.* ☞ *p. 4-5*

Energy Saver Mode

Instead of turning the machine OFF, it is a good idea to use the Energy Saver Mode.

- The Energy Saver Mode is automatically activated after a given period of inactivity. The initial setting is 15 minutes.
- Pressing the Energy Saver Key sets the machine into the Energy Saver Mode.
- To cancel the Energy Saver Mode, press any key on the Control Panel, for instance, the Start Key.

Useful Tip

The time for the machine to enter the Energy Saver Mode can be selected from 1 to 240 minutes by using User's Choice. ☞ *p. 4-7*

Job Memory

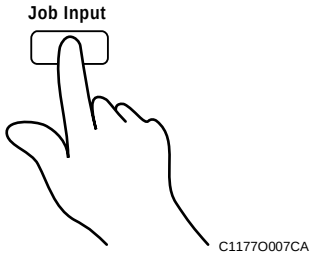
A copying job program that is frequently used can be stored in memory and called up later as necessary.

Job Memory Setting

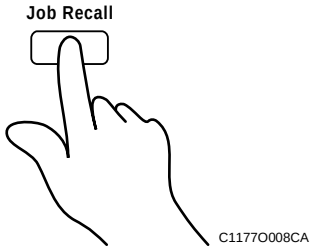
1 Enter the Control Panel settings for the job.

You can select the following settings:
No. of copies/Drawer/Zoom ratio/Function mode (F1-F5)/Exposure level

2 To register the settings, press the Job Input Key.



To call up the job program from memory, press the Job Recall Key.
The settings that were registered will appear in the Message Display.



NOTE
If you have mistakenly stored a wrong job program or if you want to replace an old job program with a new one, perform steps 1 and 2 again.

Chapter 3

Making Copies

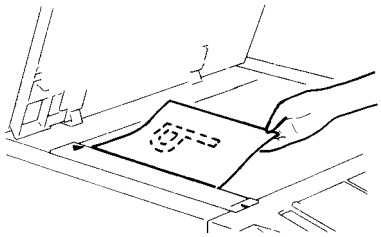
1. Basic Copying Overview

- Place the original in position (step 1), set the number of copies to be made (step 9), and press the Start Key (step 10). This will allow you to make a full-size copy or copies on paper of the same size as the original.
  * Automatically selected in the initial mode are Auto Paper, Full size, and Auto Exposure.

- The selections ▪▪▪➡ will change the exposure level, zoom ratio, the type of copy and so on.

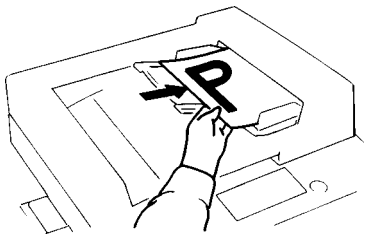
1. Placing the Original

- (When placing the original on the Original Glass.)
  Raise the Original Cover and place the original face down on the Original Glass. ☞ p. 3-4



1151O013

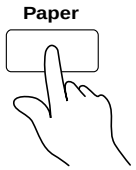
- (When placing the originals in the Automatic Document Feeder.)
  Load the originals face up in the Automatic Document Feeder. ☞ p. 3-7



1151O016

To change the copy paper size ▪▪▪➡

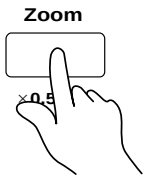
2. Press the Paper Key to select the desired paper size. ☞ p. 3-12



C1177O015CA

To change the zoom ratio ▪▪▪➡

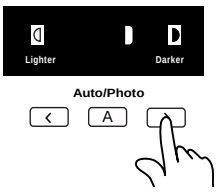
3. Press the Zoom Key to select the desired zoom ratio. ☞ p. 3-15



C1177O014CA

To change the exposure level ▪▪▪➡

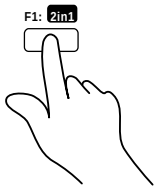
4. Press the ⟨ ⟩ Keys to adjust the exposure level. ☞ p. 3-16



C1177O010CA

To generate 2-in-1 copies ▪▪▪➡

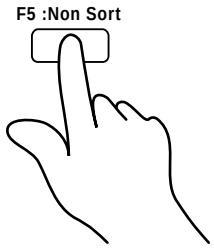
5. Press the 2in1 Key to select the 2-in-1 Mode. ☞ p. 3-18



C1177O002CA

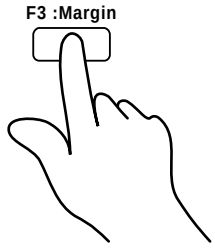
To generate Non-sort copies

6. Press the Nonsort Key to select the Nonsort Mode. ☞ p. 3-20



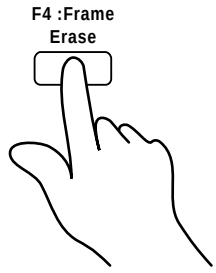
To make a file margin on the copy

7. Press the Margin Key to select the File Margin Mode. ☞ p. 3-22



To generate copies with erased frames

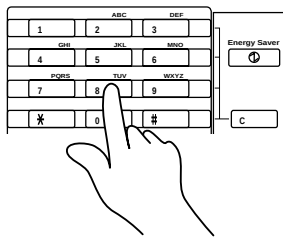
8. Press the Frame Erase Key to select the Erase Mode. ☞ p. 3-23



9. Setting the number of copies.

- Set the desired number of copies to be made using the Keypad.

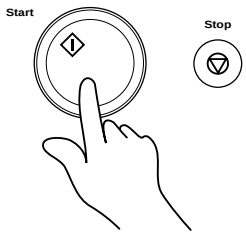
* If you have entered an incorrect number, press the Clear Key, then enter the correct number.



10. Starting the copy cycle.

- Press the Start Key.

* To stop the copy cycle, press the Stop Key.



2. Placing Originals

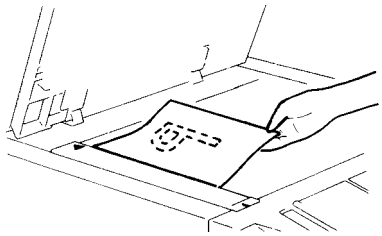
The Original Glass

Different methods are used to place the original depending on the medium.

Sheet Originals

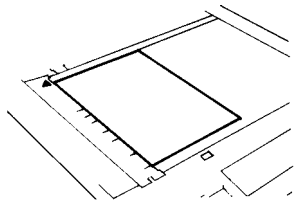
(Plain paper or thick paper)

1. Raise the Original Cover.
2. Place the original face down on the Original Glass.



1151O013

3. Align the rear left corner of the original with the marker on the Original Width Scale.



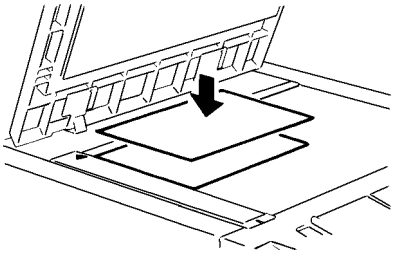
1151O014

4. Gently lower the Original Cover.

Highly Transparent Originals

(Transparencies and translucent paper)

1. Place the original face down on the Original Glass.
2. Place a blank sheet of paper of the same size over the original.



1139O007

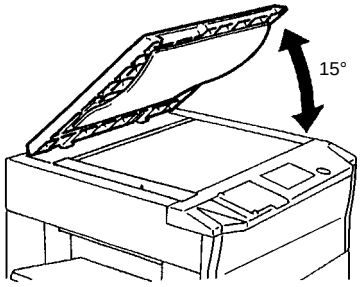
3. Gently lower the Original Cover.

NOTES

- *The sizes of originals that can be detected in the Auto Paper Select Mode are 11" × 17", Legal L, Letter L, Letter C, and Invoice L. When making copies from originals of sizes other than those listed above, manually specify the paper size.*
- *When using wrinkled or curled originals, the size may not be accurately detected. Manually specify the paper size.*
  Copy Paper Size ☞ p. 3-12

Precautions for Placing Originals

- *Be sure to raise the Original Cover 15° or more before placing the original. If the Original Cover is raised to an angle less than 15°, the machine may fail to select the correct copy paper size or zoom ratio.*



C1177O051CA

- *Do not place an original weighing more than 6-1/2 lbs. on the Original Glass.*
- *When placing an open book, do not press the book hard on the Original Glass, as trouble could result.*
- *When making copies from a thick book, make a copy with the Original Cover raised.*
- *When making copies from an open book, do not look directly at the Original Glass surface on which the book is placed, as a strong beam of light will be projected through it.*

Using the Automatic Document Feeder

The Automatic Document Feeder automatically feeds sheet originals placed on the Document Feed Tray one by one. After the copy cycle has been completed, it automatically ejects the original onto the Document Exit Tray.

Some originals may not be suitable for reliable operation of the Document Feeder.

Originals Suitable for the Automatic Document Feeder

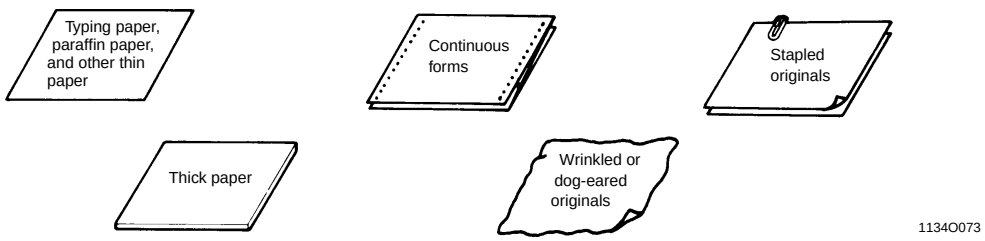
Type of Originals: Sheets (Plain paper)
- 1-Sided Original (weighing 13-1/4 to 29-1/4 lbs.)
- Mixed Original Detection Mode (weighing 16 to 24 lbs.)
- Lightweight Original (weighing 10-1/2 to 29-1/4 lbs.)

Original Size: 11" × 17", Legal L, Letter L, Letter C, 8-1/4" × 13"L, Invoice L

* Lightweight Original
For a Lightweight Original (weighing10-1/2 to 13-1/4 lbs.), it is recommended to place it directly onto the Original Glass or to make copies using the SADF Mode (Single Automatic Document Feeding Mode).
☞ pp. 3-8, 3-9

Unsuitable Originals

- Typing paper, paraffin paper, and other thin paper
- Thick paper
- Originals greater than 11" × 17"L or smaller than Invoice L
- OHP transparencies, translucent paper
- Wrinkled, dog-eared, curled, or torn originals
- Clipped or stapled originals
- Carbon-backed originals

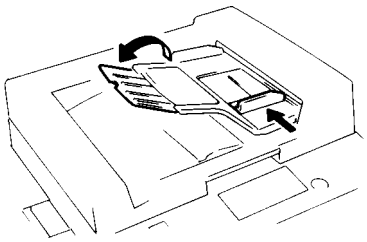


* For copying any of these original types, place the original manually on the Original Glass. ☞ p. 3-9

Loading the Originals

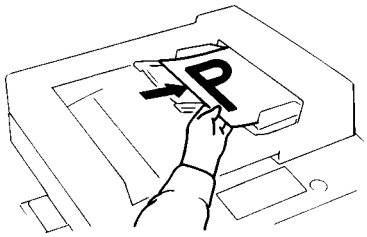
1 Slide the Document Guide Plate to the size of the originals.

* When using large size originals, flip up the Document Feed Tray Extender.



1151O015

2 Load a neat stack of originals face up on the Document Feed Tray.



1151O016

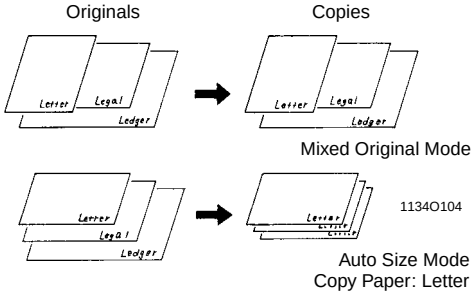
NOTES

- *The maximum number of originals that can be loaded:*
  Letter or smaller : Up to 50
  11" × 17" or Legal : Up to 30
- *Make sure that the top level of the stack does not exceed the ▼ marking.*
- *Make sure that the Document Guide Plate is in contact with the edges of the stack. If it is not pressed snugly against the stack, skewed feeding could result.*

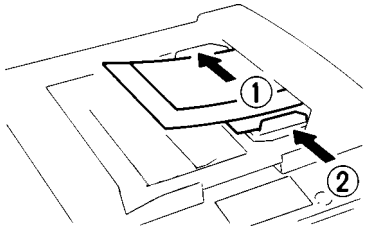
Using the Mixed Original Detection Mode

Use the Mixed Original Detection Mode to make copies automatically from originals of assorted sizes loaded in the Automatic Document Feeder.

If Auto Size is selected, you can make copies of the same size from originals of different sizes.

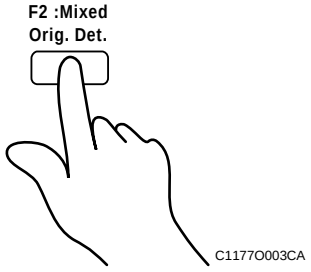


1 Load the stack of originals so that the rear edge of each original is pressed against the rear Document Guide Plate. Then, slide the front Document Guide Plate against the front edges of the larger originals.



1151O017

2 Press the Mixed Original Detection Key.



C1177O003CA

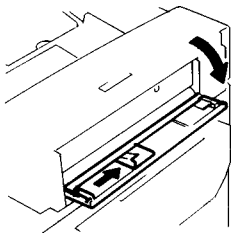
Using the Single Automatic Document Feeding Mode (SADF Mode)

This is the mode in which you insert your originals one by one into the Automatic Document Feeder to make a copy or copies from them. When you insert the original, the machine automatically starts the copy cycle.

NOTES

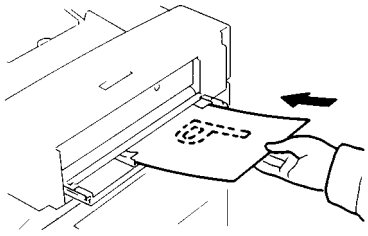
- *Originals available for the SADF Mode:*
  Type : Plain paper
  Thickness : 9-1/4 to 41-3/4 lbs.
  Size : 11" × 17" to Invoice L (5-1/2" × 8-1/2"L)
- *The following features cannot be selected in the SADF Mode:*
  2-in-1 Mode
  Sort Mode
  Mixed Original Detection Mode

1 Open the Document Feed Tray and slide the Guide Plate to the size of the original.



1151O0018

2 Make sure that the Start Key is lit green and insert the original face down into the Document Feed Tray.



1151O0019

NOTES

- *Be sure to insert one original at a time.*
- *Be sure to correct any fold or curl in the original.*

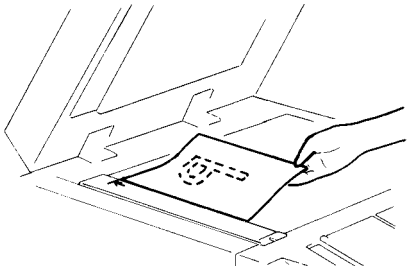
3 The original is automatically taken up and the copy cycle is started.

4 Make sure that the Start Key lights up green again and insert the next original.

Unsuitable Originals for the Automatic Document Feeder

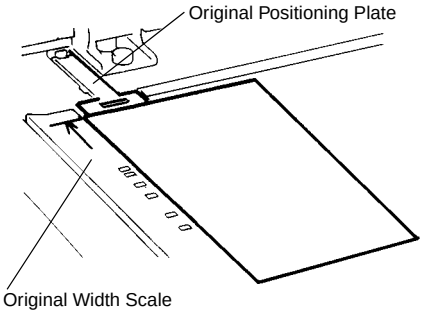
1 Raise the Automatic Document Feeder.

2 Place the original face down on the Original Glass.



1151O020

3 Align the rear left corner of the original with the ↖ marker on the Original Width Scale. Then press the rear edge of the original up against the Original Positioning Plate at the rear side of the Glass.



1151O021

4 Gently lower the Automatic Document Feeder.

3. Manual Bypass Copying

Use the Manual Bypass to hand-feed copy paper, or to copy onto OHP transparencies, translucent paper, or any other special paper. When using the Multi Bypass Tray, you can load multiple sheets of copy paper.

Copy Paper that Can be Used for Manual Bypass

◆ Types of Paper
- Plain paper (weighing 16 to 24 lbs.)
- Thick paper (weighing 24 to 41-3/4 lbs.)
- OHP transparencies, translucent paper

◆ Paper Size
- Maximum Size: 11-3/4" × 17"
- Minimum Size: 4" × 5-1/2"

◆ Capacity of the Multi Bypass Tray
- Plain paper ... Up to 50 sheets
- Plain paper (Documents)... Up to 20 sheets
- Thick paper, translucent paper ... Up to 20 sheets
- OHP transparencies ... Up to 5 sheets

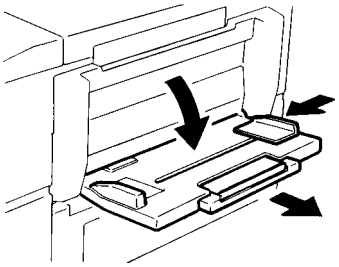
Using the Multi Bypass Tray

1 Place the original on the Original Glass and enter the Control Panel settings.

NOTE
The Auto Paper, Auto Size and 2-in-1 Modes cannot be selected for Manual Bypass Copying.

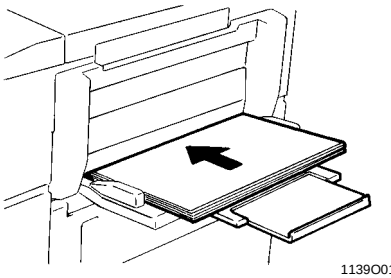
2 Swing down the Multi Bypass Tray.
Slide the Guide Plate to the size of the copy paper.

* Slide the Multi Bypass Tray Extender out when using large-size copy paper.



1139O013

3 Load a neat stack of copy paper on the Tray and insert until it stops.



1139O014

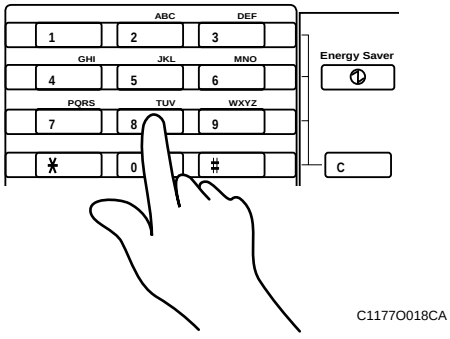
NOTES
- *The paper should be loaded no higher than the ▼ (Max. Level Indicator).*
- *Before inserting, fan the paper stack well if you are using OHP transparencies or translucent paper.*
- *Correct any curling if you are using thick paper.*
- *The original will be copied onto the side facing up.*

4 Confirm the setting by making sure that ^{5}MULTI appears in the Message Display.

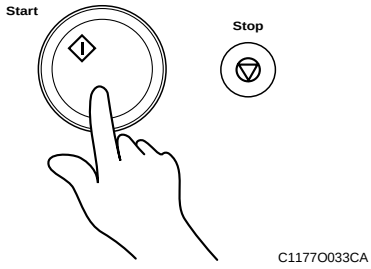
Ready to copy.		1
A	×1.000	^{5}MULTI

* If ^{5}MULTI does not appear, insert the paper stack on the Tray again.

5 Using the Keypad, set the number of copies to be made.

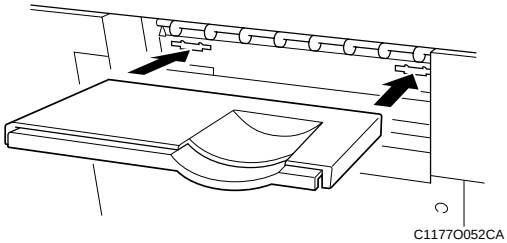


6 Press the Start Key to start the copy cycle.



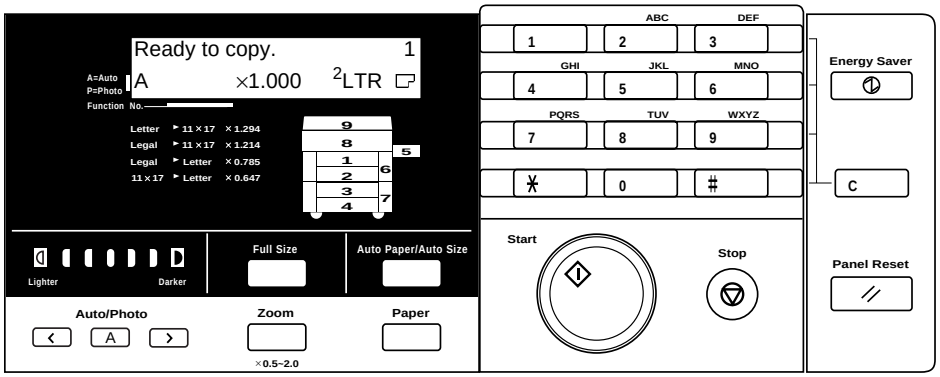
IMPORTANT

When making multiple copies onto OHP transparencies, set the Copy Tray into the upper position.



4. Copy Paper Size

The selected copy paper size and the paper source containing that size will appear in the Message Display.



C1177O017EA

Example: The Message Display indicates that Legal L is the size of copy paper currently specified for the 2nd Drawer.

Auto Paper Mode

The Auto Paper Mode automatically selects the copy paper according to the size of the original and the zoom ratio being used.

Press the Auto Paper/Auto Size Key to select the Auto Paper Mode.
AUTO will appear in the Message Display.

C1177O013CA

Ready to copy.		1
A	×1.000	AUTO

Useful Tip

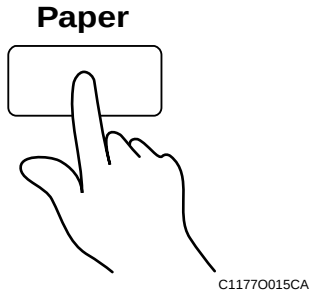
This mode is recommended for making copies on paper of the same size as your originals automatically.

Manual Selection

The copy paper size can be set manually.

Press the Paper Key to select the drawer that contains the paper size of your choice.
The drawer number and the size of paper that you selected by pressing the Paper Key will appear in the Message Display.

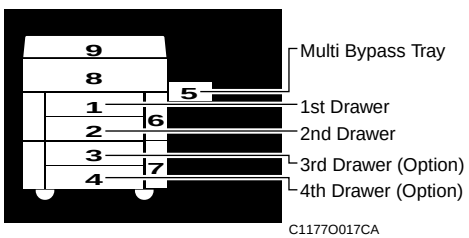
* MULTI will appear in the Message Display when the Multi Bypass Tray is selected.
☞ p. 3-11



C1177O015CA

Ready to copy.		1
A	×1.000	2LTR

Paper Source Indicator



C1177O017CA

Auto Drawer Switching

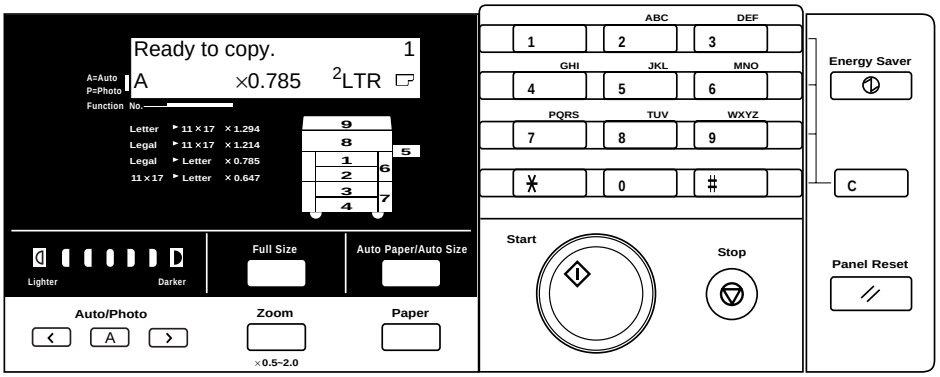
If the Drawer currently selected for use runs out of paper and there is another Drawer loaded with paper of the same size and in the same direction, the machine automatically selects that second Drawer to continue copying.

Useful Tip

This feature is useful when you need to make a large number of copies on the same size of paper. For example, you can make up to 500 copies without interruption if the 1st and 2nd drawers are loaded with paper of the same size and in the same direction.

5. Zoom Ratio

Press the Auto Paper/Auto Size Key, Zoom Key or Full Size Key to select the mode for setting the zoom ratio of the machine. The selected mode will appear in the Message Display after the key is pressed. The modes available for setting the zoom ratio include Auto Zoom, Fixed Zoom, Zoom from Memory, Full Size Zoom and Keypad Input Zoom. Select the optimal mode for your intended use of the machine.



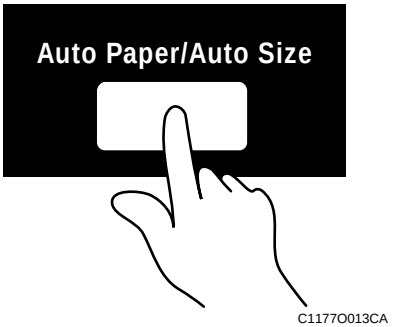
C1177O017EA

Example: The Message Display indicates that the fixed zoom ratio (×0.785) is currently specified.

Auto Size Mode

The Auto Size Mode automatically selects the zoom ratio according to the size of the original and the selected copy paper size.

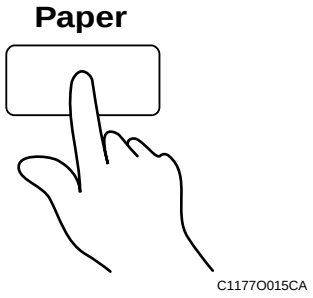
1 Press the Auto Paper/Auto Size Key to select the Auto Size Mode.
×AUTO will appear in the Message Display.



C1177O013CA

Ready to copy.		1
A	×AUTO	2LTR

2 Select the copy paper size. ☞ p. 3-12



C1177O015CA

Ready to copy.		1
A	×AUTO	3LTR

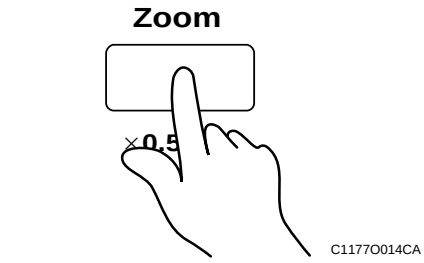
Useful Tip

This mode is useful when you need to make copies from originals of assorted sizes.

Fixed Zoom Ratios

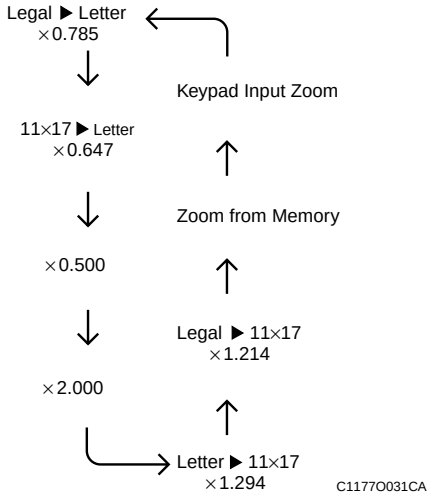
The machine is preset with frequently used zoom ratios.

Press the Zoom Key to select the fixed zoom ratio of your choice.



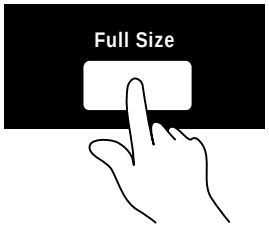
Ready to copy.		1
A	×1.000	^{2}LTR

To change the zoom ratio setting, press the Zoom Key.



NOTES

- *A zoom ratio setting that was registered in the Zoom from Memory Mode can be recalled for use with similar documents.* ☞ *p. 4-9*
- *The zoom ratio can be reset to ×1.000 by pressing the Full Size Key.*

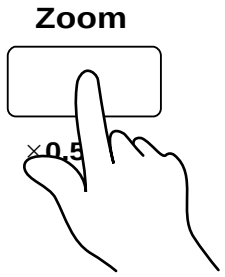


Keypad Input Zoom Mode

The zoom ratio can be input in increments of 0.001 between the range of ×0.500 and ×2.000 using the Keypad Input Zoom Mode.

1 Press the Zoom Key to display the Keypad Input screen in the Message Display.

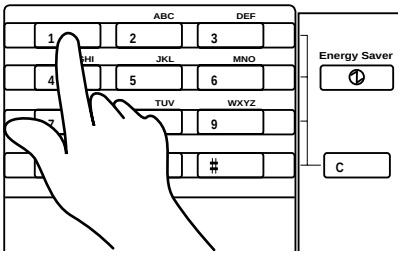
* This procedure can be canceled by pressing the Zoom Key again.



10 KEY INPUT THEN #		
ZOOM	×0.5 – 2.0:	×1.000

2 Enter the zoom ratio using the Keypad. The zoom ratio can be input in increments of 0.001 between the range of ×0.500 and ×2.000.

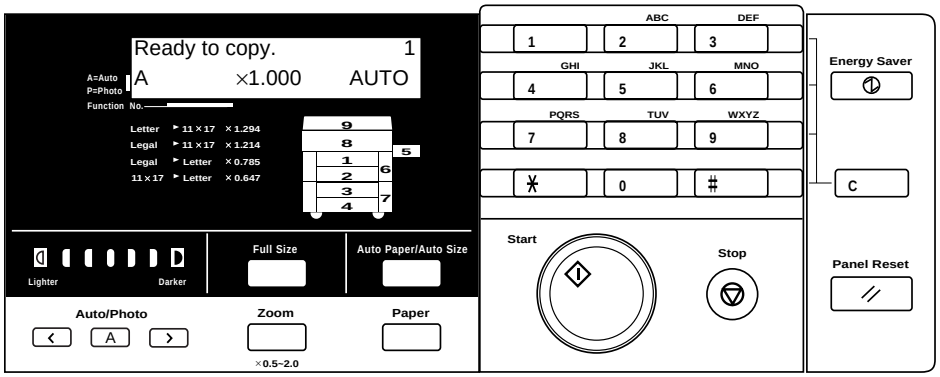
* If an error is made while entering the zoom ratio, press the Clear Key and reenter the value.
To confirm the zoom ratio entry and return to the screen for the copy mode, press the # Key.



10 KEY INPUT THEN #		
ZOOM	×0.5 – 2.0:	×1.500

6. Image Density

Pressing the Exposure Control Keys (<) (A) (>) can adjust the image density level of copies in the Auto Exposure Mode, Manual Exposure Mode, or Photo Mode.



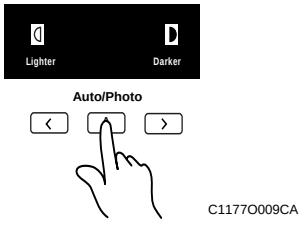
C1177O017EA

Example: The Message Display indicates that the Auto Exposure Mode is currently enabled.

Auto Exposure Mode

The machine reads the image density of the original and automatically adjusts the exposure level for the optimum copy image density.

Press the (A) Key to select the Auto Exposure Mode.
The letter "A" will appear in the Message Display.



C1177O009CA

Ready to copy.		1
A	×1.000	AUTO

Each time the Auto Exposure Mode Key (A) is pressed, the Auto Exposure Mode, Manual Exposure Mode and Photo Mode are selected alternately.

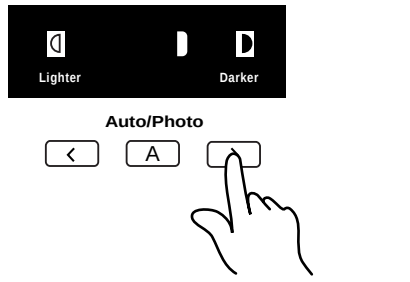
Useful Tips

- *The exposure level in the Auto Exposure Mode can be varied by using the User's Choice, (either "High" or "Low").* ☞ *p. 4-6*
- *The machine has been factory-set to automatically select the Auto Exposure Mode. The User's Choice can be used to change this default setting to the Manual Exposure Mode.* ☞ *p. 4-6*

Manual Exposure Mode

In the Manual Exposure Mode, you can vary the exposure level in five steps.

Press the Exposure Control Key (<) or (>) .



C1177O010CA

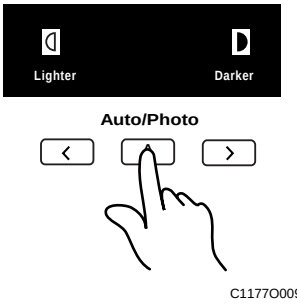
To make the image darker:
Press or hold down the Exposure Control Key (>) .

To make the image lighter:
Press or hold down the Exposure Control Key (<) .

Photo Mode

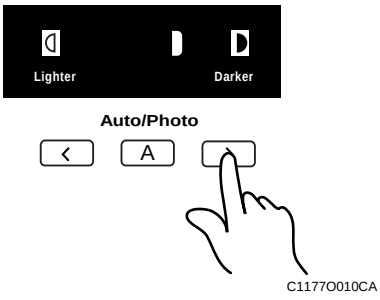
The machine can make a faithful reproduction of halftone originals such as photos. The image density of the photo may be varied in five steps.

1 The letter “P” will appear in the Message Display when the (A) Key is pressed.



Ready to copy.		1
P	×1.000	AUTO

2 Press the Exposure Control Key (<) or (>) to set the desired Photo Mode level.

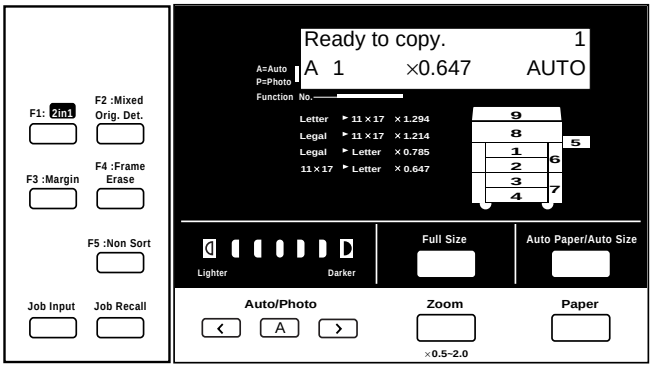


To make the image darker:
Press or hold down the Exposure Control Key (>) .

To make the image lighter:
Press or hold down the Exposure Control Key (<) .

7. Original ▶ Copy Type

Press the 2-in-1 Key to select the copy type. The available copy types include one-sided and 2-in-1. Select the mode that is best suited to the copy application.

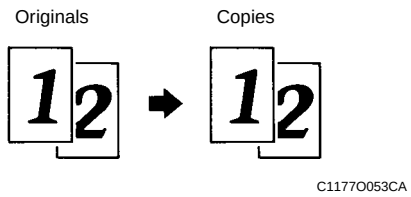


C1177O016EA

Example: The Message Display indicates that the 2-in-1 Mode is enabled.

Original ▶ Copy Types

1-sided ▶ 1-sided

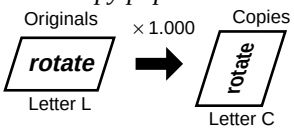


C1177O053CA

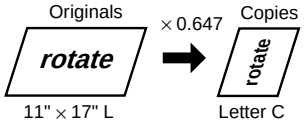
- Select this mode to make 1-sided copies from 1-sided originals.
  * "1-sided ▶ 1-sided" is the default setting in the initial mode.

Useful Tip

When using the Automatic Document Feeder, documents will automatically be output in the correct position according to the direction of the original and the copy paper.



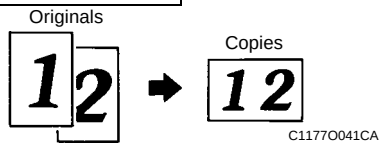
C1177O024CA



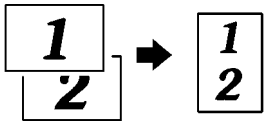
C1177O036CA

* *The installation of Optional Sensors will allow documents to be automatically output in the correct position according to the direction of the original and the copy paper when documents are placed on the Original Glass. This feature is not supported when the Mixed Original Detection Mode is enabled.*

1-sided ▶ 1-sided "2-in-1"



C1177O041CA

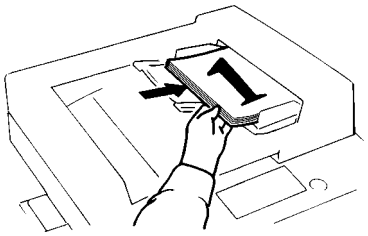


C1177O040CA

- Select this mode to make a 1-sided copy, through reduction, from two 1-sided originals side-by-side. (Only when the Automatic Document Feeder is attached.)
  * This function uses half as many sheets of copy paper as required otherwise.

Selecting the 2-in-1 Mode

1 Load the originals face up in the Automatic Document Feeder. ☞ p. 3-7

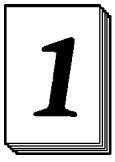


C1177O042CA

NOTE

Make sure that the originals are placed in the direction indicated in the illustration.

Holizontal



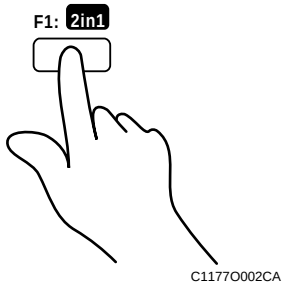
C1177O054CA

Vertical

C1177O055CA

2 Press the 2in1 Key to display the 2in1 screen in the Message Display.

* This procedure can be canceled by pressing the 2in1 Key again.

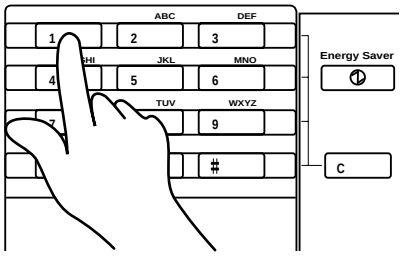


C1177O002CA

```
10 KEY INPUT THEN #
→ 0: EVEN      1: ODD
```

3 Check the number of pages to be copied. For an even number of pages, press “0” on the Keypad. For an odd number of pages, press “1” on the Keypad.

* If an error is made, press the Clear Key and reenter the value.
To confirm the 2-in-1 settings and return to the screen for the copy mode, press the # Key.



C1177O021CA

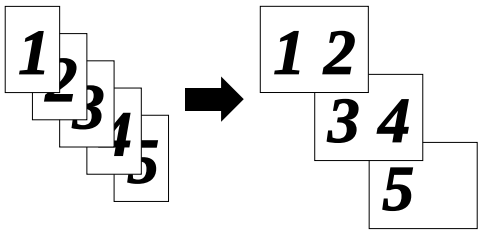
```
10 KEY INPUT THEN #
0: EVEN        → 1: ODD
```

NOTE

The machine will automatically output a blank sheet after copying a 2-in-1 document that is specified as having an odd number of pages.

Originals

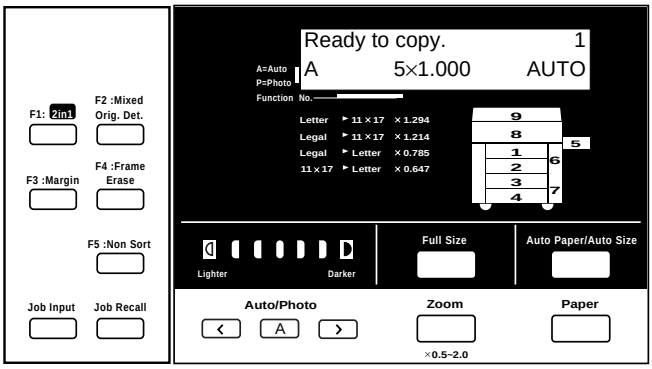
2-in-1 Copies



C1177O035CA

8. Finishing Mode

To select the Finishing Mode, press the Nonsort Key on the Control Panel. There are two Finishing Modes called “Sort” and “Nonsort”. Select the Finishing Mode that is best suited to the copy application.



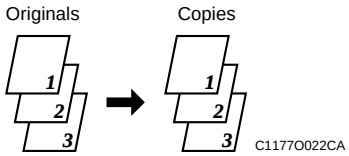
C1177O016EA

Example: The Message Display indicates that the Nonsort Mode is enabled.

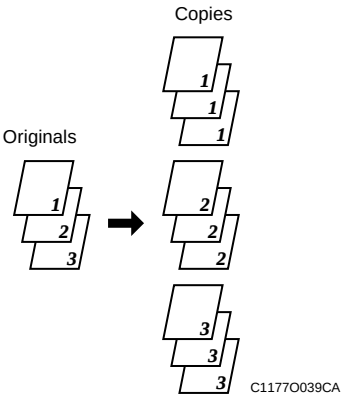
Finishing Modes

Nonsort

Copies are output unsorted.



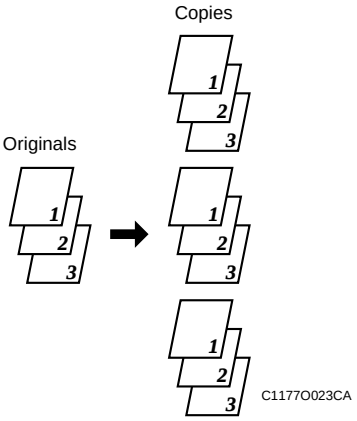
C1177O022CA



C1177O039CA

Sort

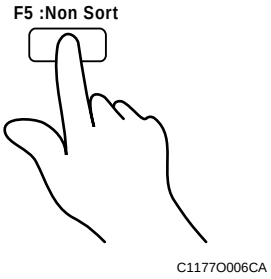
This mode is effective when making multiple copies from multiple originals. Copies are sorted into complete sets.
(Automatic Document Feeder required.)



C1177O023CA

Selecting the Sort / Nonsort Modes

<When the Automatic Document Feeder is attached.>
Press the Nonsort Key to select the mode of your choice.

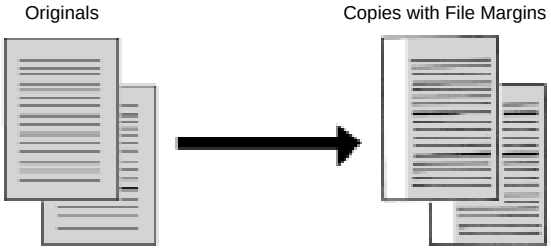


- Pressing the Nonsort Key switches between the Sort and Nonsort Modes.
- "5" is displayed as the function number in the Message Display when the Nonsort Mode is enabled.

Ready to copy.		1
A	5×1.000	AUTO

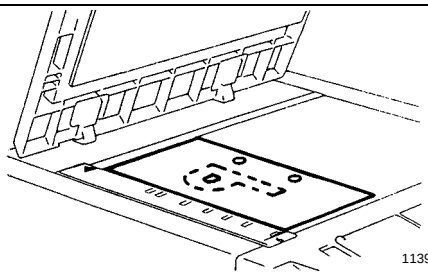
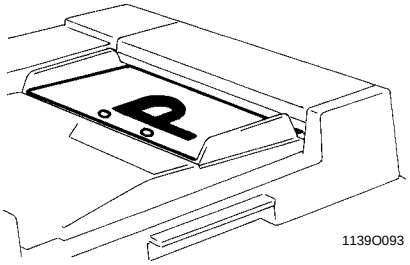
9. File Margin Mode

The File Margin Mode allows you to place a margin ranging in width from 4/16 to 12/16 of an inch onto copies, making them easier to file and organize. The initial setting for this mode is 10/16 of an inch.



C1177O028CA

Loading Originals

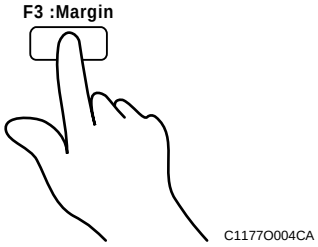
Using the Original Glass	Using the Document Feeder
 1139O091	 1139O093
Position the file margin side to the right.	Position the file margin side to the left.

Setting the File Margin Mode

1 Place the original in the correct direction.

2 Press the Margin Key to display the screen for specifying the margin width setting.

* This procedure can be canceled by pressing the Margin Key again.

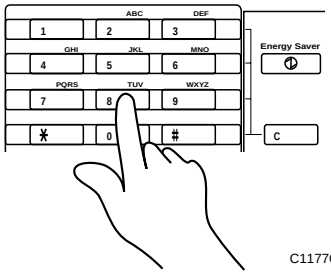


C1177O004CA

10 KEY INPUT THEN #
MARGIN 4/16-12/16: 10

3 Using the Keypad, enter the numerator of the desired margin width. For example, enter “4” for a margin width of 4/16". Enter “5” for a margin width of 5/16", etc.

* If an error is made, press the Clear Key and reenter the value.
To confirm the margin setting and return to the screen for the copy mode, press the # Key.



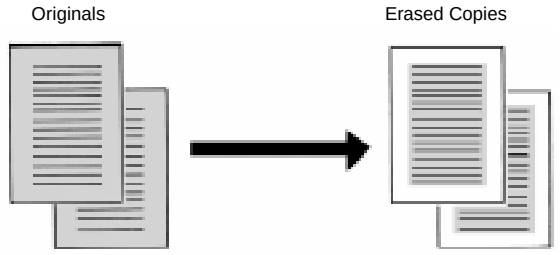
C1177O018CA

NOTE

A margin width that is too large can result in part of the image missing in the copy. Try to keep a logical margin width.

10. Erase Mode

The machine erases a margin of set width along the four edges of the original to erase shadows or other unwanted images. This feature is effective in erasing the communications record on a document received by fax. This feature can be set to erase margins from within a range of 4/16 to 12/16 of an inch. The initial setting for this mode is 10/16 of an inch.



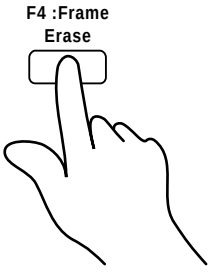
C1177O029CA

Selecting the Erase Mode

1 Place the original.

2 Press the Frame Erase Key to display the screen for setting the erase width in the Message Display.

* To cancel the Erase Mode, press the Erase Key again.



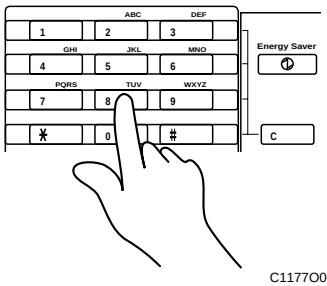
C1177O005CA

10 KEY INPUT THEN #
ERASE 4/16-12/16: 10

3 Using the Keypad, enter the numerator of the desired erase width. For example, enter “4” for an erase width of 4/16". Enter “5” for an erase width of 5/16", etc.

* If an error is made, press the Clear Key and reenter the value.

To confirm the erase setting and return to the screen for the copy mode, press the # Key.

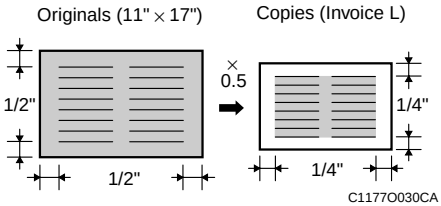


C1177O018CA

NOTE

This Erase Mode uses the original document as a guide for removing markings from around the frame of a document. The results will appear on the copy that is output by the machine — not the original. Take special care when using the Erase Mode with documents that are being enlarged or reduced.

Example: Erasing the margins around a copy of an 11"×17" original that is being reduced by ×0.5:



C1177O030CA

To erase around a 1/2" margin of the copy, enter 8/16" as the erase width.

Chapter 4

Using the User Mode

1. Meter Count

The total output of the machine is monitored through two separate counters.

Total

Shows the total number of copies made since the installation of the machine.

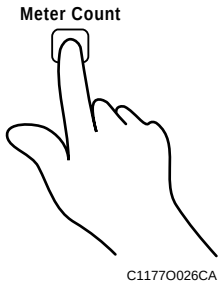
Size

Shows the number of copies made on copy paper of a preset size. (The size will be set by your Technical Representative.)

Using the Meter Count Function

Press the Meter Count Key once.

* The Total Count and Size Count Meters appear in the Message Display.



TOTAL	COUNT:	12345
SIZE	COUNT:	500

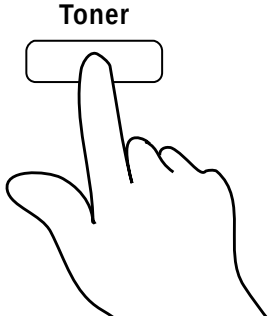
To return to the screen of the previous copy mode, press the Meter Count Key again.

2. Toner Replenisher/Drum Dehumidifier

Toner Replenisher

The machine tends to exhaust the supply of toner rapidly when making high volume copies from an original with dark solid areas such as a photo. As a result, the image density of the copy will gradually become lighter. The Toner Replenisher Function allows you to regain the normal image density quickly.

Press the Toner Key. This causes the machine to initiate toner replenishing, which lasts for a maximum of 90 seconds.



C1177O056CA

NOTES

- *Do not turn the Power Switch OFF or open the Front Door while the machine is replenishing toner.*
- *Toner will not be replenished if image density output is sufficient.*
- *The machine automatically stops replenishing toner when finished.*
- *A copy cycle can be initiated even while the machine is in the Toner Replenisher Mode.*

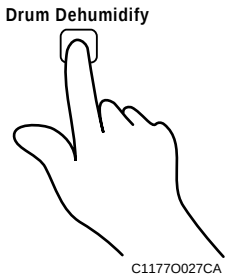
Drum Dehumidifier

During times of high humidity or when there are sudden rapid changes in humidity (especially when you are using a heater in winter), condensation [*1] could form on the surface of the PC Drum [*2], resulting in blotchy copies. In such instances, use the Drum Dehumidifier Function to dry the surface of the PC Drum.

[*1] Condensation : A phenomenon in which small drops of water are formed on cold surfaces, such as the surface of the PC Drum.

[*2] PC Drum : Functions in the machine as film in a camera.

Press the Drum Dehumidify Key. This sets the machine into the Drum Dehumidifier Mode which lasts for approximately 90 seconds.



C1177O027CA

Useful Tip

A copy cycle can be initiated even while the machine is in the Drum Dehumidifier Mode.

3. User's Choice

The machine has been set so that the most frequently used settings are automatically selected in the initial mode. The User's Choice allows you to select new defaults for the paper size, zoom ratio, and other settings.

* For more details, consult your Technical Representative.

Functions Available from User's Choice

Choice Code	Function	Choice Code	Function
U-0	Mixed Original Detection	U-23	Auto Panel Reset for Plug-In Counter
U-7	Sleep Disabled Mode	U-28	Sleep Mode Timing
U-10	Priority Paper Size/Source	U-30	Language
U-12	AP/AS/Manual Priority	U-40	Zoom from Memory Input Mode
U-14	Default Exposure Mode	U-51	Special Paper Mode (1st Drawer)
U-16	Default Auto Exposure Level	U-52	Special Paper Mode (2nd Drawer)
U-17	Default Exposure Level	U-53	Special Paper Mode (3rd Drawer)
U-20	Auto Panel Reset ON/OFF	U-54	Special Paper Mode (4th Drawer)
U-21	Energy Saver ON Timing		

Description of each User's Choice Function

U-0 Mixed Original Detection

When the machine is equipped with the Automatic Document Feeder, select whether to enable the Mixed Original Detection Function or not when power is turned ON or the Panel Reset Key is pressed.

Setting	Description	Initial Setting
0	Mixed Original Detection Function ON	
1	Mixed Original Detection Function OFF	○

U-7 Sleep Disabled Mode

Select whether to enable (ON) or disable (OFF) the Sleep Function.
The initial setting is "OFF".

Setting	Description	Initial Setting
0	"Sleep disabled" (OFF)	○
1	"Sleep disabled" (ON)	

U-10 Priority Paper Size/Source

Select the priority paper size or paper source that is used when the Auto Size or Manual Mode is enabled.

Setting	Description	Initial Setting	Setting	Description	Initial Setting
0	A3 (L)		13	8-1/2" × 11" (L)	
1	B4 (L)		14	5-1/2" × 8-1/2" (L)	
2	A4 (L)		15	8-1/2" × 11" (C)	○
3	B5 (L)		20	1st Drawer	
4	A5 (L)		21	2nd Drawer	
5	FLS (L)		22	3rd Drawer * Only when the Cabinet is mounted.	
6	A4 (C)				
7	B5 (C)				
10	11" × 17" (L)		23	4th Drawer * Only when the Cabinet is mounted.	
11	11" × 14" (L)				
12	8-1/2" × 14" (L)				

U-12 AP/AS/Manual Priority

Select the priority copying mode that is enabled when the Power Switch is turned ON or Panel Reset Key is pressed.

Setting	Description	Initial Setting
0	Auto Paper (AP)	○
1	Auto Size (AS)	
2	Manual	

U-14 Default Exposure Mode

Enable either Auto or Manual as the default Exposure Mode when the Power Switch is turned ON or Panel Reset Key is pressed.

Setting	Description	Initial Setting
0	Auto Exposure Mode	○
1	Manual Exposure Mode	

U-16 Default Auto Exposure Level

Set the optimum exposure level for the Auto Exposure Mode.

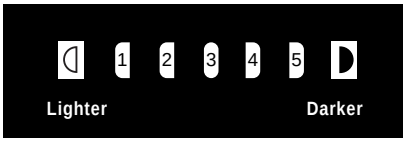
Setting	Description	Initial Setting
0	Low	
1	Standard	○
2	High	

U-17 Default Exposure Level

The exposure level of the machine can be set from levels 1 through 5 whenever Manual Exposure Mode is enabled or when the Auto Exposure Mode is switched to Manual Exposure Mode.

Setting	Description	Initial Setting
1	Manual Exposure Mode / EXP1	
2	Manual Exposure Mode / EXP2	
3	Manual Exposure Mode / EXP3	○
4	Manual Exposure Mode / EXP4	
5	Manual Exposure Mode / EXP5	

EXP Level



C1177O011CA

* The exposure level decreases as the number becomes smaller, and increases as the number becomes greater.

U-20 Auto Panel Reset ON/OFF

Sets the time required for the auto clear function to be enabled after a copy cycle or disable the auto clear function entirely.

Setting	Description	Initial Setting
0	Disabled	
1	Enabled : 30 seconds	
2	Enabled : 1 minute	○

U-21 Energy Saver ON Timing

Select whether or not to set the machine into the Energy Saver Mode after the lapse of a given period of time after a copy cycle has been completed or a key on the Control Panel has been operated. The time period can be preset from 1 to 240 minutes.

* The initial setting is 15 minutes.

Setting	Description	Initial Setting
1	Enabled : 1 minute	
2	Enabled : 2 minutes	
3	Enabled : 3 minutes	
: :	: :	
239	Enabled : 239 minutes	
240	Enabled : 240 minutes	

U-23 Auto Panel Reset for Plug-In Counter

Select whether to set the machine into the initial mode when the Plug-In Counter is pulled out.

Setting	Description	Initial Setting
0	Machine is not initialized	
1	Machine is initialized when the Plug-In Counter is pulled out	○

U-28 Sleep Mode Timing

The machine will automatically enter a Sleep Mode when it is not used for a preset period of time. The time period can be preset from 1 to 240 minutes.

* In the initial setting, the Sleep Function is activated after 30 minutes.

Setting	Description	Initial Setting
0	Disabled *	
1	Enabled : 1 minute	
2	Enabled : 2 minutes	
3	Enabled : 3 minutes	
: :	: :	
239	Enabled : 239 minutes	
240	Enabled : 240 minutes	

* If you want to disable the Sleep Function, first select "1" in the Sleep Disabled Mode then select "0" in this mode. ☞ p. 4-5

U-30 Language

The language used for messages that appear in the Message Display can be changed.

Setting	Description	Initial Setting
0	English	○
1	French	
2	Spanish	
3	German	
4	Italian	
5	Danish	
6	Dutch	
7	Swedish	
8	Finnish	
9	Norwegian	
10	Portuguese	
11	Czech	
12	Hungarian	
13	Polish	
14	Rumanian	

U-40 Zoom from Memory Input Mode

This mode allows you to save a previously used zoom setting so that it may be recalled for future use.
The initial setting for this mode is ×1.000.
The zoom ratio can be set in increments of 0.001, between the range of ×0.500 and ×2.000.

Setting	Description	Initial Setting
0.500	× 0.500	
:	:	
0.999	× 0.999	
1.000	× 1.000	○
1.001	× 1.001	
:	:	
2.000	× 2.000	

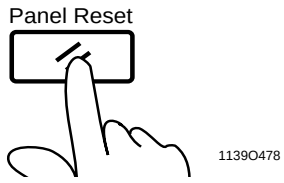
U-51 to 54 Special Paper Mode

Settings for special paper can be assigned to each drawer when the machine is equipped with a fax or printer unit. This mode will prevent designated drawers from supplying special paper to the fax and printer units.
U-51 : 1st Drawer
U-52 : 2nd Drawer
U-53 : 3rd Drawer (Setting is possible only when the Cabinet is mounted.)
U-54 : 4th Drawer (Setting is possible only when the Cabinet is mounted.)

Setting	Description	Initial Setting
0	No special paper setting	○
1	Special paper setting is made for the drawer	

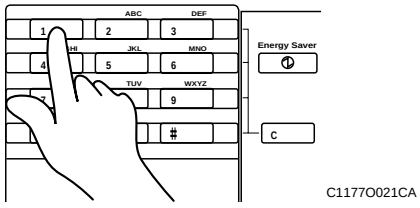
Making the User's Choice Mode Settings

1 Press and hold the Panel Reset Key for about 5 seconds.
* The "USER'S CHOICE" screen will appear in the Message Display.



USER'S CHOICE SELECT
10 KEY INPUT: - -

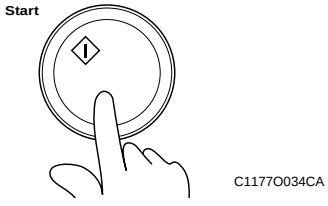
2 Using the Keypad, enter the desired Choice Code number.
* The number that was selected will appear in the Message Display.
  Example: No. 10 (Priority Paper Size/ Source)



USER'S CHOICE SELECT
10 KEY INPUT: 10

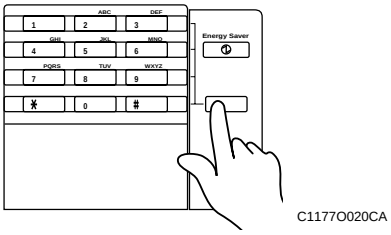
NOTE
If you have pressed an incorrect number, press the Clear Key, then enter the correct number.

3 Press the Start Key.
* The selected USER'S CHOICE screen and the current code will appear in the Message Display.



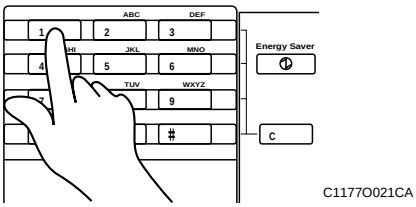
ORIGINALS THICKNESS
10 KEY INPUT: 15

4 Press the Clear Key.
* This clears the current setting (shown in the Message Display) of that particular choice code.



ORIGINALS THICKNESS
10 KEY INPUT: - -

5 Using the Keypad, enter the new setting.
* The Message Display shows the new setting.



ORIGINALS THICKNESS
10 KEY INPUT: 13

6 Press the Start Key.
* This enters the new setting.

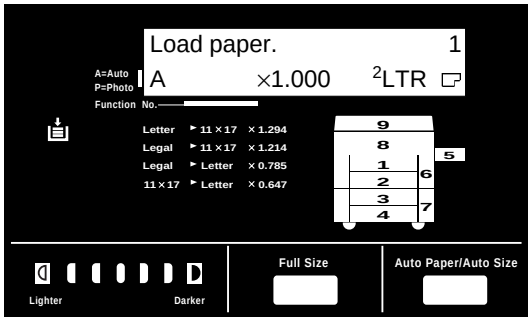
Useful Tip
Repeat steps 2 to 6 to make new settings for other User's Choices.

7 Press the Panel Reset Key.
This allows the machine to leave the User's Choice Mode. The initial settings will appear in the Message Display.

Chapter 5

When an Indicator Lights Up

1. When the Add Paper Indicator Lights Up



C1177O014EA

When the Drawer currently selected for use has run out of copy paper, the Add Paper Indicator lights up. At this time, you cannot start a new copy cycle.
Use the following instructions to replenish the copy paper supply of the drawer indicated in the Message Display.

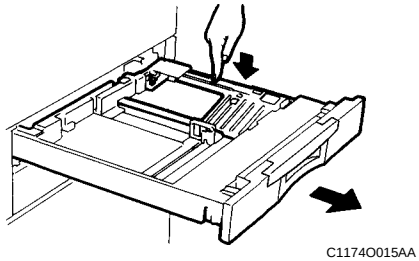
- For a list of paper sizes that are compatible with the machine ☞ p. 7-2.
- To change the size settings for drawers 2, 3 or 4, contact your Technical Representative.

Example: The Message Display indicates that the 2nd Drawer has run out of copy paper.

Adding Paper

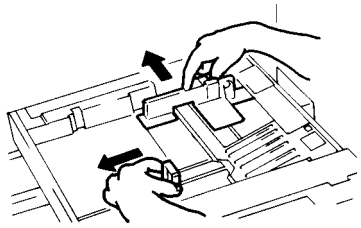
1st Drawer

1 Slide out the 1st Drawer and press down on the Paper Lifting Plate.



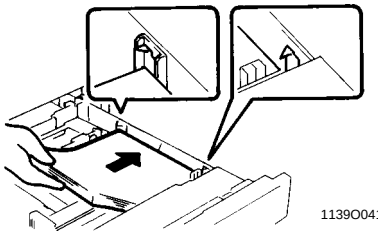
C1174O015AA

2 Slide out the Edge Guides.



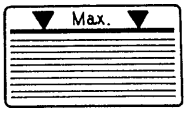
1139O039

3 Load the copy paper stack into the Drawer so that its front side faces down. Make sure that the copy paper stack rests under the two catches of the Drawer.



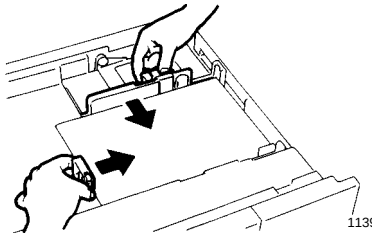
1139O041

NOTE
The copy paper should be loaded no higher than the ▼ (Max. Level Indicator) on the Edge Guide.



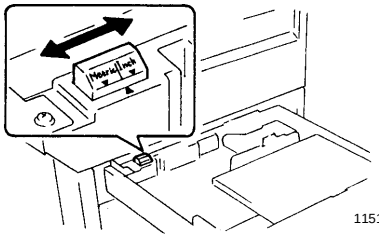
1151O094

4 Slide the Edge Guides up against the copy paper. Gently slide the Drawer back in.



1139O042

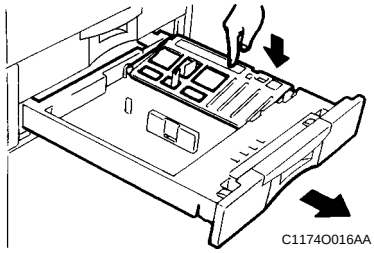
NOTE
When loading Metric Size paper into the Drawer, change the Marketing Area Switch located in the rear left corner of the Drawer to "Metric".



1151O005

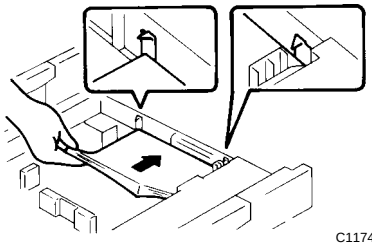
2nd Drawer

1 Slide out the 2nd Drawer and press down on the Paper Lifting Plate.



C1174O016AA

2 Load the copy paper stack into the Drawer so that its front side faces down. Make sure that the copy paper stack rests under the two catches of the Drawer.



C1174O017AA

NOTE

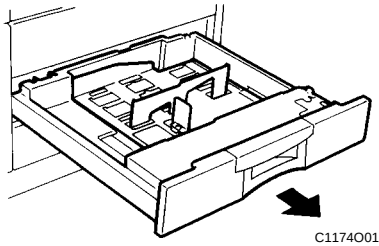
The copy paper should be loaded no higher than the ▼ (Max. Level Indicator) on the Edge Guide.

1139O045

3 Gently slide the Drawer back in.

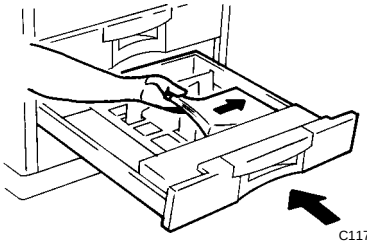
3rd/4th Drawer

1 Slide the drawer out of the machine.



C1174O018AA

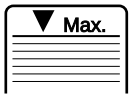
2 Load the copy paper stack into the Drawer so that its front side faces down.



C1174O019AA

NOTE

The copy paper should be loaded no higher than the ▼ (Max. Level Indicator) on the Edge Guide.

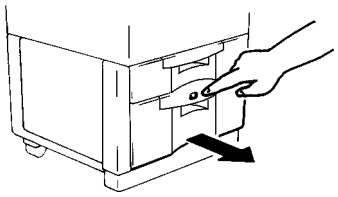


1145O555

3 Gently slide the Drawer back in.

3rd Drawer

1 Press the Paper Descent Key. This releases the 3rd Drawer, allowing you to slide it out of the machine.



C1174O020AA

Indication of the Paper Descent Key

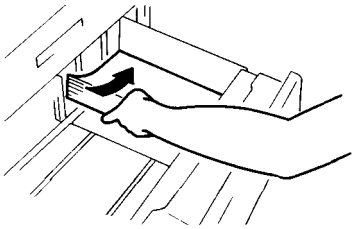
C1177O057CA

Steady Light: This indicator means that the 3rd Drawer is not currently in use and does not contain copy paper.

C1177O058CA

Blinking Light: This indicator means that although the 3rd Drawer is currently selected for use, it has run out of copy paper.

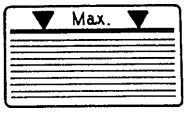
2 Load the copy paper stack into the right half of the Drawer, front side face down. Press the leading edge of the copy paper stack tightly up against the right side of the Drawer.



1139O153

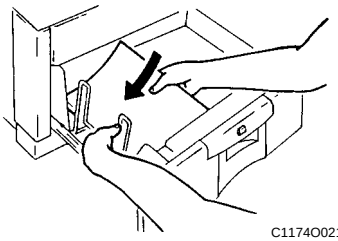
NOTE

The copy paper should be loaded no higher than the ▼ (Max. Level Indicator).



1151O094

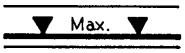
3 Load another copy paper stack into the left half of the Drawer, front side face down. Press the trailing edge of the paper stack tightly up against the left side of the Drawer.



C1174O021AA

NOTE

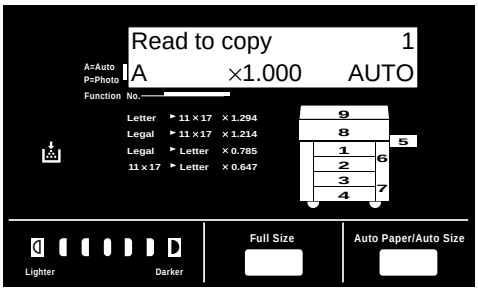
The copy paper should be loaded no higher than the ▼ (Max. Level Indicator).



1151O095

4 Gently slide the Drawer back in.

2. When the Add Toner Indicator Lights Up



C1177O011EA

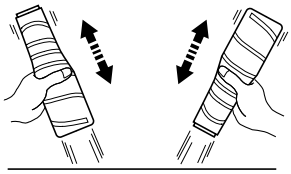
The Add Toner Indicator lights up when toner in the Toner Bottle is running out.

You can still make copies, but the image density will become lighter and lighter. Replace the Toner Bottle with a new one as soon as possible.

Replacing the Toner Bottle

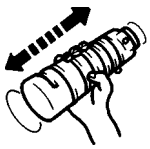
1 Open the Front Door.
Swing open the Toner Bottle Holder and pull out the old Toner Bottle.

2 Tap the new Toner Bottle on a hard surface, such as a desk, several times. Then, turn the Toner Bottle over and tap it several times again in the same manner.



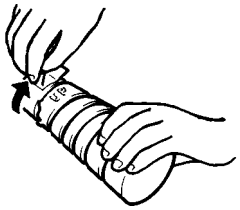
C1173O039AA

3 Shake the new Toner Bottle well.



1139O141

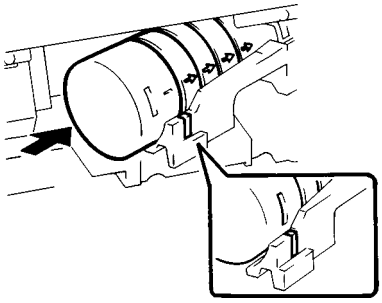
4 With the Seal on the Toner Bottle facing up, slowly peel off the Seal as illustrated.



1139O139

NOTE
Be careful, some toner powder may escape from the bottle.

5 Ensuring that the arrows (⇨) on the Toner Bottle are facing you, insert the Bottle into the Holder.



C1175O012AA

NOTE
Insert the Bottle all the way into the machine until the ▯ marking on the Bottle is aligned with the ▯ marking on the Toner Bottle Holder.

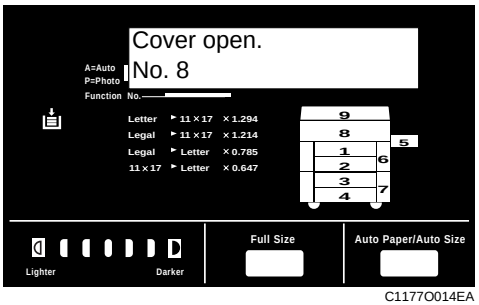
6 Push the Toner Bottle Holder back into the machine and close the Front Door.

NOTE
Use ONLY the specified toner for this machine.

Auxiliary Toner Replenisher Mode

- *When a new bottle of toner is installed in the machine while the power is on, the machine will become operational automatically after the front door is closed.*
- *Use the Auxiliary Toner Replenisher Mode if the density of the image is too light immediately after the Toner Bottle has been replaced with a new one.*
☞ p. 4-3

3. When the Open Door Message is Displayed

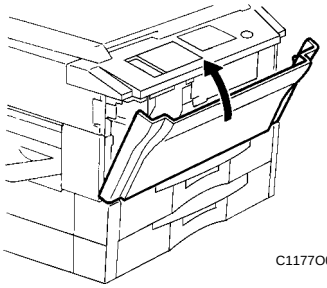
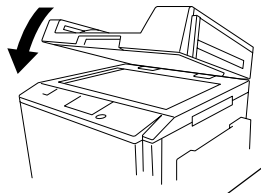
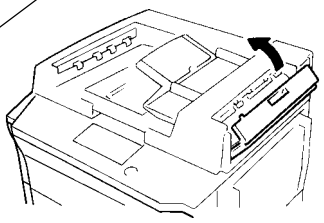
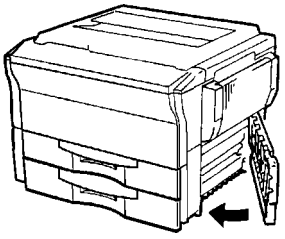


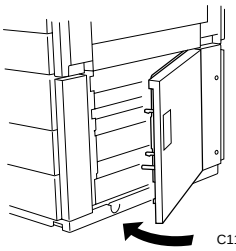
C1177O014EA

When a door of the machine is detected to be open or an optional unit is not attached properly, the location of the problem will appear in the Message Display.

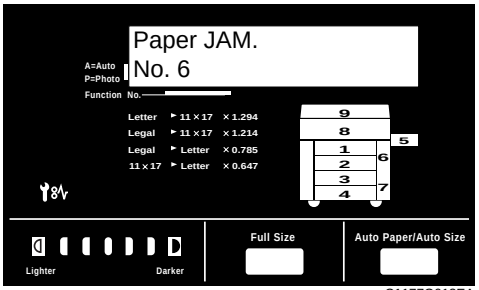
Correct the problem by following the procedure given below.

Example: The Message Display indicates that the front door of the machine is open.

Message Display	Check Location
Cover open. No. 8	Check that the Front Door is closed.  C1177O059CA
Cover open. No. 9	Check the Automatic Document Feeder.  C1177O060CA  C1177O061CA
Cover open. No. 6	Check that the Right Door is closed.  C1174O025AA

Message Display	Check Location
Cover open. No. 7	Check that the Lower Right Door is closed.  C1177O062CA

4. When the Misfeed Indicator Lights Up



C1177O013EA

When a paper misfeed occurs, the machine will stop operating, the Misfeed Indicator on the Control Panel will light and the location of the misfeed will appear in the Message Display.

Example: The Message Display indicates that a paper misfeed has occurred in the Main Unit.

Check the Message Display for the location of the misfeed and clear the misfed sheet of paper according to the procedure given for each location.

Machine ☞ p. 5-9

Paper JAM. No. 6	Paper JAM. No. 8

Cabinet ☞ p. 5-12

Paper JAM. No. 7

Automatic Document Feeder ☞ p. 5-13

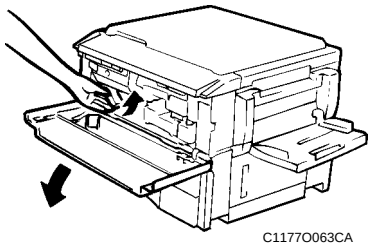
Document JAM. No. 9

Misfeed Clearing Procedures

Machine (Fusing/Transport Section)

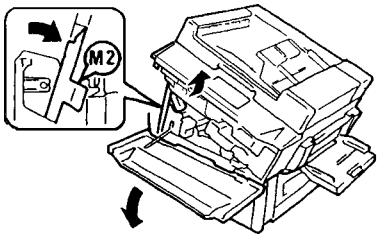
NOTE
Be careful not to touch the areas marked **⚠ High Voltage** *and* **⚠ Caution: HOT** *with bare hands*

1 Open the Front Door. Turn the Lock Release Lever counterclockwise to unlock and swing up the Upper Half of the machine.


C1177O063CA

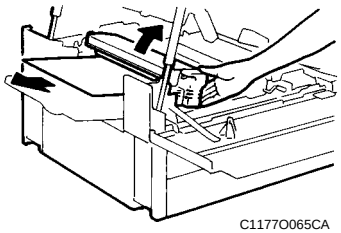
(When the Automatic Document Feeder is attached.)

Turn the Lock Release Lever counterclockwise to unlock and swing up the Upper Half of the machine. Then lock Stopper (M2) .



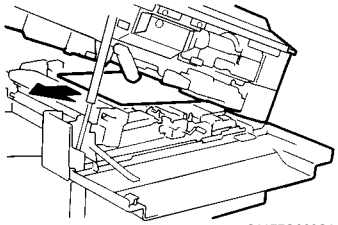
C1177O064CA

2 Holding up the Fusing Unit, pull out the sheet of paper in the direction of the arrow.

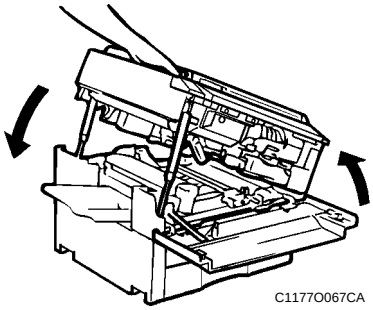

C1177O065CA

CAUTION : HOT
The Fusing Unit and its surrounding areas may be extremely hot. DO NOT touch any part except the Fusing Unit Handle (yellow).

3 Remove the misfed sheet of paper from the Transport Section.

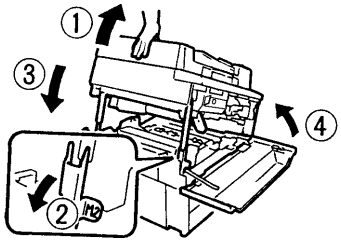

C1177O066CA

4 Gently swing down and lock the Upper Half of the machine. Then, close the Front Door.


C1177O067CA

(When the Automatic Document Feeder is attached.)

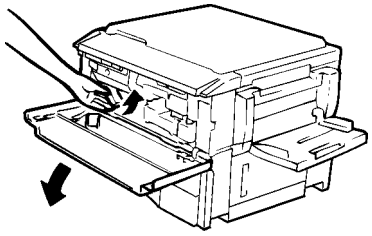
Slightly lift up the Upper Half of the machine and unlock Stopper (M2) .
Gently swing down and lock the Upper Half of the machine. Then, close the Front Door.



C1177O068CA

Machine (Paper Take-Up Section)

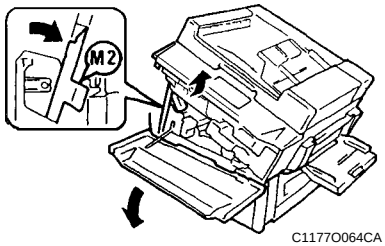
1 Open the Front Door. Turn the Lock Release Lever counterclockwise to unlock and swing up the Upper Half of the machine.



C1177O063CA

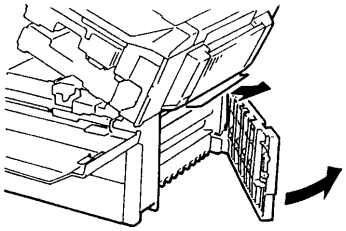
(When the Automatic Document Feeder is attached.)

Turn the Lock Release Lever counterclockwise to unlock and swing up the Upper Half of the machine. Then lock Stopper (M2) .



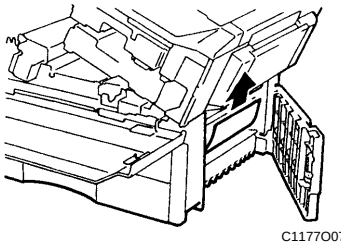
C1177O064CA

2 Open the Right Door and pull out the sheet of paper from the Multi Bypass Port.



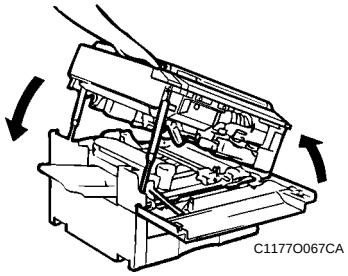
C1177O069CA

3 Pull out the sheet of paper from the Paper Take-Up Section and close the Right Door.



C1177O070CA

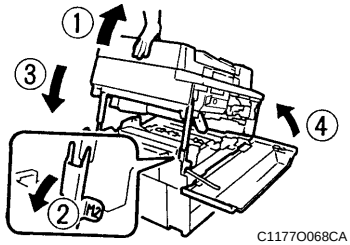
4 Gently swing down and lock the Upper Half of the machine. Then, close the Front Door.



C1177O067CA

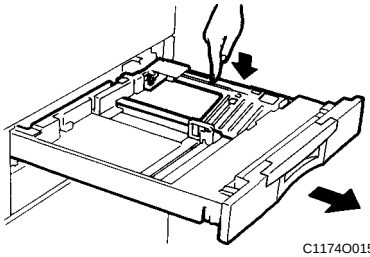
(When the Automatic Document Feeder is attached.)

Slightly lift up the Upper Half of the machine and unlock Stopper (M2) .
Gently swing down and lock the Upper Half of the machine. Then, close the Front Door.



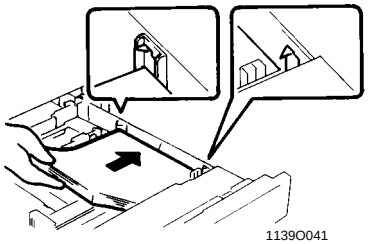
C1177O068CA

5 Slide out the Drawer and unload the copy paper from the Drawer. Next, push down the Paper Lifting Plate.



C1174O015AA

6 Fan the copy paper and reload it.

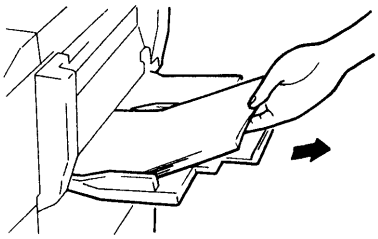


1139O041

NOTE
Make sure that the paper stack rests under the two catches of the Drawer.

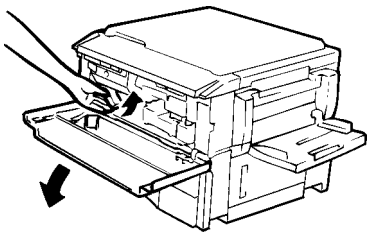
Machine (Multi Bypass Section)

1 Unload the stack of copy paper from the Multi Bypass Tray.



1139O216

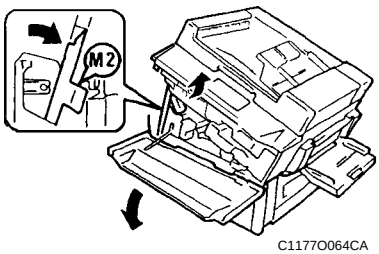
2 Open the Front Door. Turn the Lock Release Lever counterclockwise to unlock and swing up the Upper Half of the machine.



C1177O063CA

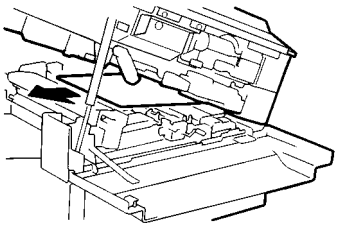
(When the Automatic Document Feeder is attached.)

Turn the Lock Release Lever counterclockwise to unlock and swing up the Upper Half of the machine. Then lock Stopper (M2) .



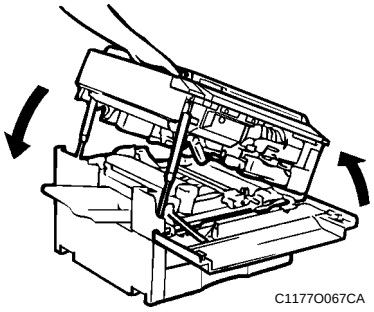
C1177O064CA

3 Remove the misfed sheet of paper from the Transport Section.



C1177O066CA

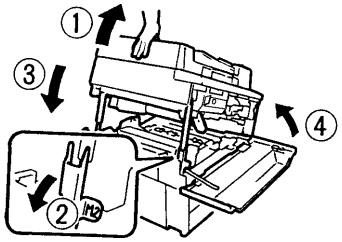
4 Gently swing down and lock the Upper Half of the machine. Then, close the Front Door.



C1177O067CA

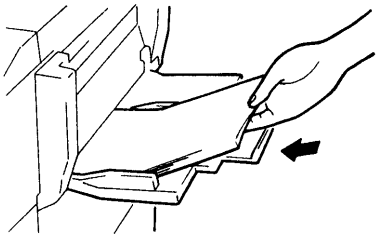
(When the Automatic Document Feeder is attached.)

Slightly lift up the Upper Half of the machine and unlock Stopper (M2) .
Gently swing down and lock the Upper Half of the machine. Then, close the Front Door.



C1177O068CA

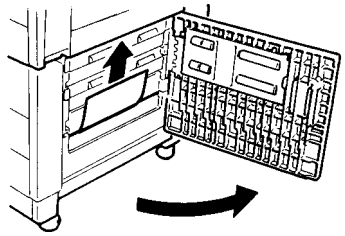
5 Fan the copy paper stack and reload it onto the Multi Bypass Tray.



1139O209

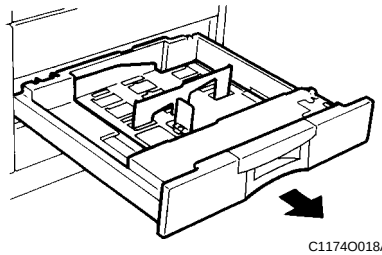
2Way Paper Feed Cabinet

1 Open the Lower Right Door and pull out the sheet of paper.

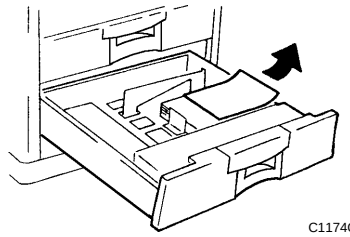

1139O071

2 Close the Lower Right Door.

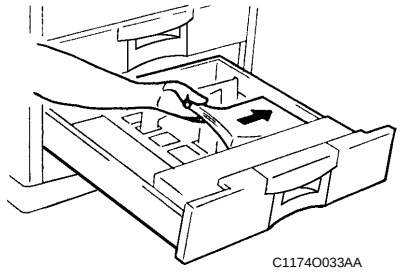
3 Slide the Drawer out of the machine.


C1174O018AA

4 Unload the copy paper from the Drawer.


C1174O032AA

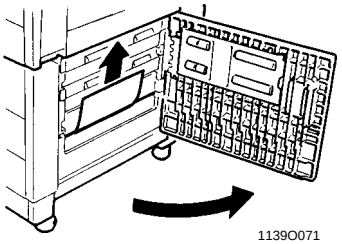
5 Fan the copy paper and reload it.


C1174O033AA

6 Slide the Drawer back in.

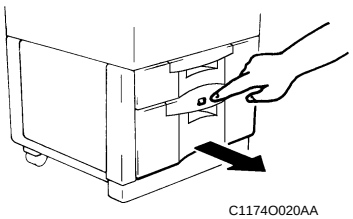
Large Capacity Cabinet

1 Open the Lower Right Door and pull out the sheet of paper.

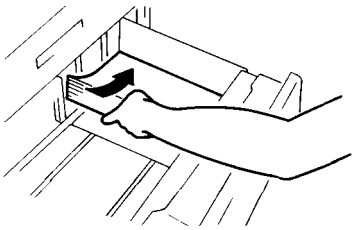

1139O071

2 Close the Lower Right Door.

3 Press the Paper Descent Key. This releases the Drawer, allowing you to slide it out of the machine.


C1174O020AA

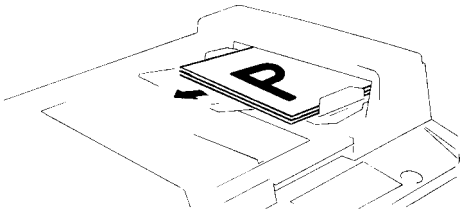
4 Unload the copy paper from the Drawer. Fan the copy paper and reload it.


1139O153

5 Slide the Drawer back in.

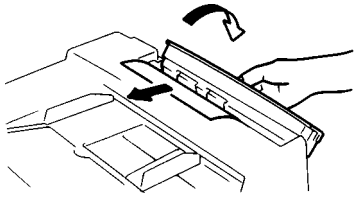
Automatic Document Feeder

1 Remove the original stack from the Document Feed Tray.



1151O097

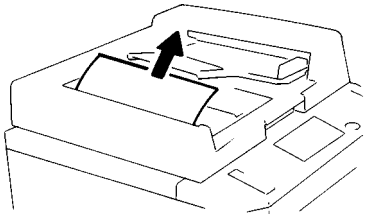
2 Swing open Document Feed Unit Door (F1) and gently pull out the original.



1151O031

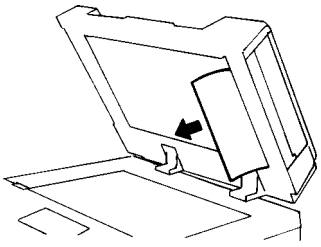
3 Close (F1) .

4 Carefully pull out the original from the Document Exit Unit.



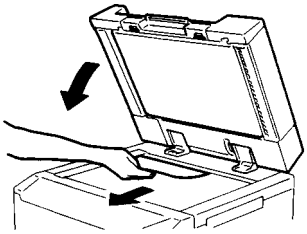
1151O034

5 Raise the Automatic Document Feeder. Opening the Document Feed Unit Guide Plate, gently pull out the original from the Unit.



C1177O071CA

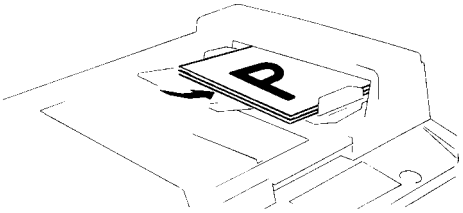
6 Remove the original from the Original Glass and lower the Automatic Document Feeder.



1139O084

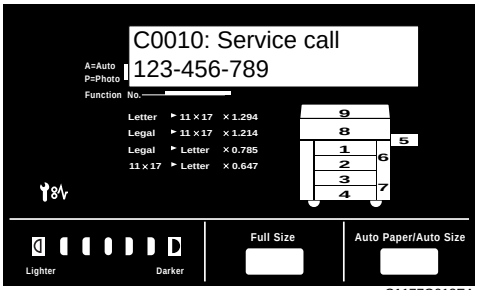
7 Return the number of originals indicated in the Message Display to the bottom of the original stack and reload the stack onto the Document Feed Tray.
Example : Return two originals.

Re-insert 2 Org(s)		1
A	×1.000	^{2}LTR



1151O098

5. When the Call-Tech.-Rep. Indicator Lights Up



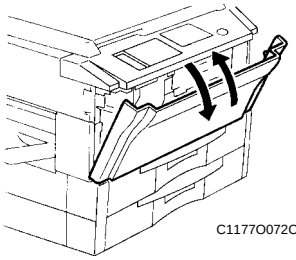
C1177O013EA

When a malfunction occurs in the machine, the Call-Tech.-Rep. Indicator will light, and a malfunction code and telephone number will appear in the Message Display. These are signs that the machine is currently inoperable. The situation may be corrected by resetting the machine using the following instructions.

Example: The Message Display indicates that the malfunction code displayed here is C0010.

Resetting the Call-Tech.-Rep. Indicator

Open the Front Door, then close it. This will reset the Call-Tech.-Rep. Indicator.


C1177O072CA

NOTE
Carry out this procedure with the Power Switch turned ON.

◆ If the Call-Tech.-Rep. Indicator lights up again, call your Technical Representative immediately.

NOTES
- *When calling your Technical Representative, give him or her the malfunction code shown on the Message Display.*
  <Example> Malfunction Code: C0010

  C0010: Service call
  123-456-789

- *After calling your Technical Representative, turn OFF the Power Switch and unplug the power cord.*

6. Quick Reference for Other Messages

Message Display	Machine State	Action
Warming up. 1 A ×1.000 AUTO	The machine is warming up. Copy cycles cannot be performed when the orange light in the Start Key is lit.	Wait until the Start Key turns green.
Please add toner.	Toner has run out and the machine is unable to make copies.	Replace the Toner Bottle with a new one. ☞ p. 5-5
M∗: Service call. 1 A ×1.000 ^{2}LTR ☞ ∗Inspection code	A regularly-scheduled preventive maintenance call has become necessary.	Call your Technical Representative immediately.
Original left on the Glass.	This message appears if a document is set into the Automatic Document Feeder when the machine already detects a document on the Original Glass.	Remove either the document from the Original Glass or the document in the Automatic Document Feeder.
SADF mode is malfunctioning.	This message appears if a document is set into the Document Feed Tray when the machine already detects a document on the Original Glass.	Remove either the document from the Original Glass or the document in the Document Feed Tray.
Select Paper Size. 1 A ×1.000 AUTO	The size of the original could not be detected by the Auto Paper Mode.	Open the Original Cover at least 15° and close it again. ☞ p. 3-5
Select Zoom Ratio. 1 A ×AUTO ^{2}LTR ☞	The size of the original could not be detected by the Auto Size Mode.	Open the Original Cover at least 15° and close it again. ☞ p. 3-5

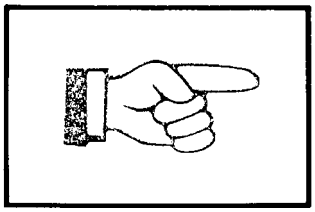
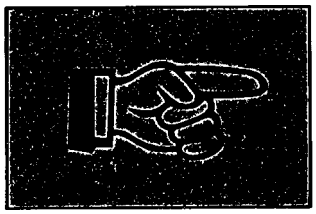
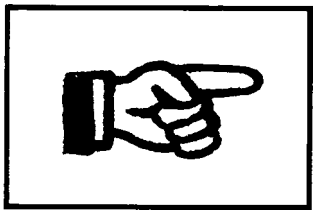
6. Quick Reference for Other Messages

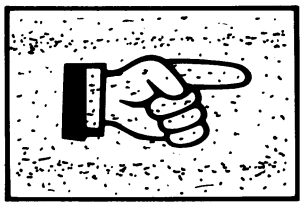
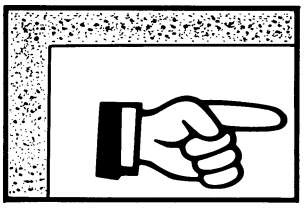
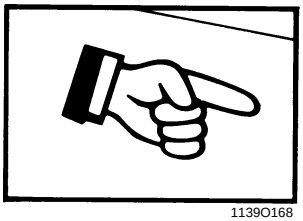
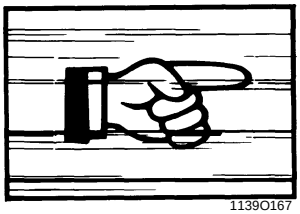
Message Display	Machine State	Action
Not exact paper. 1 A ×1.000 [1]INVC	This message appears when an inappropriate paper size for the 2-in-1 Mode is specified.	Select an appropriate paper size.
Org. Into the ADF. 1 A ×0.785 AUTO	This message appears when the 2-in-1 Mode is selected prior to placing a document into the Automatic Document Feeder.	Place a document into the Automatic Document Feeder.
APS Size error. 1 A ×0.785 AUTO	This message appears when operating in the Auto Paper Mode if a drawer containing the required paper size is not detected by the machine.	Load the proper size of paper into the machine.
AMS Size error. 1 A ×AUTO [1]INVC	This message appears when operating in the Auto Size Mode if the zoom setting is outside the range of ×0.500 to ×2.000.	Select an appropriate paper size.
Memory overflow.	This message appears when there is not enough memory available to scan the document.	Divide the document into manageable sections.
Insert the Plug-in Counter.	This message appears when the Key Counter is not detected by the machine.	Insert the Key Counter.
Set SADF Again. 1 A ×1.000 [2]LTR ▭	This message appears after a document is copied if another document was loaded into the Document Feed Tray before the first job had finished.	Reset the document into the Document Feed Tray.

Chapter 6

Troubleshooting

1. When this Type of Copy is Produced

Symptom	Possible Cause	Action
The image is too light.  1074O108	The exposure level for the Auto Exposure Mode is set at “Low”.	Change the setting in the User’s Choice (Default Auto Exposure Level). ☞ p. 4-6 Cancel the Auto Exposure Mode and select the Manual Exposure Mode to adjust the exposure level to obtain a darker image. ☞ p. 3-16
	The manual exposure level is set on the lighter side.	Press the Exposure Control Key as necessary to obtain a darker image. ☞ p. 3-16
	You have been making copies from a photo or an original with a large dark area.	The machine needs more toner. Replenish toner by using the Toner Replenisher Function. ☞ p. 4-3
	The Toner has just been replenished.	The machine needs more toner. Replenish toner by using the Toner Replenisher Function. ☞ p. 4-3
	The Add Toner Indicator is lit up on the Control Panel.	Replace the Toner Bottle with a new one. ☞ p. 5-5
	The paper is damp.	Replace the paper. ☞ p. 5-2
The image is too dark.  1074O109	The exposure level for the Auto Exposure Mode is set at “High”.	Change the setting in the User’s Choice (Default Auto Exposure Level). ☞ p. 4-6 Cancel the Auto Exposure Mode and select the Manual Exposure Mode to adjust the exposure level to obtain a lighter image. ☞ p. 3-16
	The manual exposure level is set on the darker side.	Press the Exposure Control Key as necessary to obtain a lighter image. ☞ p. 3-16
	The entire surface of the Original Glass is dirty.	Wipe the Original Glass clean with a soft dry cloth. ☞ p. 7-4
	The original is not held tightly against the Original Glass.	Place the original so that it is held tightly against the Original Glass.
The copy is blurry.  1074O110	The paper is damp.	Replace the paper.

Symptom	Possible Cause	Action
The copy has dark specks or spots.  1139O166	The Original Glass is dirty.	Wipe the Original Glass clean with a soft dry cloth. ☞ p. 7-4
	The Original Pad or Document Transport Belt is dirty.	Wipe the Original Pad or Document Transport Belt clean with a soft cloth dampened with mild detergent. ☞ pp. 7-4, 7-5
	The original is very thin or highly transparent.	Place a blank sheet of paper over the original. ☞ p. 3-4
	Contents from the backside of an original that uses thin paper may be reproduced when copied.	Set the machine into the Manual Exposure Mode and make the exposure level lighter. ☞ p. 3-16
The edge of the copy is dirty.  1139O169	The Original Pad or Document Transport Belt is dirty.	Wipe the Original Pad or Document Transport Belt clean with a soft cloth dampened with mild detergent. ☞ pp. 7-4, 7-5
	You have selected a paper size larger than the original. (Zoom Ratio is set at full size 100%.)	Select the same copy paper size as the original. ☞ p. 3-12 Or, use the Auto Size Mode to enlarge the copy to the appropriate size. ☞ p. 3-14
	The reduction ratio selected is not in accord with the copy paper size (when doing manual reduction copying).	Select the zoom ratio according to the copy paper size. ☞ p. 3-15 Or, use the Auto Size Mode to reduce the copy to the appropriate size. ☞ p. 3-14
The image on the copy is not aligned properly.  1139O168	The original is not placed in the correct position.	Place the original correctly on the Original Glass. ☞ p. 3-4 Or, load it into the Document Feeder correctly along the Document Guide Plates. ☞ p. 3-7
	The originals may not be suitable for use in the Document Feeder.	Raise the Document Feeder and place the originals on the Original Glass one at a time ☞ p. 3-4
The copy has lines.  1139O167	The Corona Units are dirty.	Using the Corona Unit Cleaning Levers, clean the Corona Units. ☞ p. 7-5

2. When the Machine is not Functioning Properly

Symptom	Check for:	Action
The Control Panel shows nothing.	Is only the Start Key lit up green?	The machine is in the Energy Saver Mode. Press any key on the Control Panel to cancel the Energy Saver Mode. ☞ p. 2-10
No copies are fed out when the Start Key is pressed.	Does the message “Now warming up.” appear in the Message Display?	The machine was just turned ON and is warming up. Please wait.
	The Warning Indicator is lit up.	Check the Control Panel and take action according to the particular indicator. ☞ p. 5-1
The machine is not activated when the Power Switch is turned ON.	The power cord is left unplugged from the power outlet.	Plug the power cord into the power outlet.
	The room circuit breaker is open.	Close the room circuit breaker.

* If these procedures do not correct the problem, turn OFF the Power Switch, unplug the power cord from the power outlet and contact your Technical Representative.

Chapter 7

Miscellaneous

1. Specifications

Machine Di181

Type	Desk Top Copier
Platen Type	Stationary
Photoconductor	OPC
Copying System	Electrostatic Dry Powdered Image Transfer to Plain Paper
Developing System	Micro-Toning System
Fusing System	Lamp-Heated Roller
Resolution	600 dpi
Types of Originals	Sheets, Books, and other three-dimensional objects Maximum Original Size: 11" × 17" Lengthwise Maximum Original Weight: 6-1/2 lbs.
Kinds of Paper	Plain paper (16 to 24 lbs.) Recycled paper Special paper (Multi Bypass Tray only) Thick paper (24-1/4 to 41-3/4 lbs.), OHP transparencies, Translucent paper
Copy Paper Size	First Drawer 11" × 17"L, Legal L, 11" × 14"L, Letter L, Letter C, 5-1/2" × 8-1/2"L (A3L, A4C, A4L and A5L paper sizes are supported when the Marketing Area Switch is set to Metric.) 2nd Drawer 11" × 17"L, Legal L, 11" × 14"L, Letter L, Letter C, 5-1/2" × 8-1/2"L 10" × 14"L, G.Legal L, G.Letter L, G.Letter C, 210 mm × 280 mm L, 280 mm × 210 mm C, 216 mm × 297 mm L, 216 mm × 320 mm L, 220 mm × 280 mm L, 220 mm × 330 mm L, 280 mm × 420 mm L, 210 mm × 330 mm L Multi Bypass Tray Crosswise: 4" to 11-3/4" Lengthwise: 5-1/2" to 17"
Paper Feeding System	First Drawer: 250 sheets 2nd Drawer: 250 sheets Multi Bypass Tray: 50 sheets (21-1/4 lbs.) 20 sheets (recycled paper, thick paper, translucent paper) 5 sheets (OHP transparencies)
Warm-up Time	30 seconds or less at ambient temperature of 23°C/73°F (30 seconds or less when the Energy Saver Mode is used)
First Copy	Letter C = 9.0 seconds or less (in Full Size Mode using First Drawer)
Copy Speed (Approx. copies/minute)	Full size (×1.000) 11" × 17"L: 13 Letter L: 17 Letter C: 18
Magnification Ratios	Fixed ratios Full size: 1:1 ±0.005 Reduction ratios: × 0.500, × 0.647, × 0.785 Enlargement ratios: × 1.214, × 1.294, × 2.000 Zoom ratios: From × 0.500 to × 2.000 in × 0.001 increments
Multiple Copies	Up to 99 copies (count-down system)
Exposure Control	Auto Exposure Mode, Manual Exposure Mode and Photo Mode
Lost Image	1-sided copy in the full size mode Leading edge: 4 mm or less (approx. 1/6" or less) Trailing edge: 4 mm or less (approx. 1/6" or less) Side edges: 4 mm or less (approx. 1/6" or less)
Power Requirements	AC 120V; 60Hz
Power Consumption	1.3 kW (Max.)
Dimensions	Width: 25-1/2" Depth: 27-3/4" Height: 20-3/4"
Weight	152 lbs.

Automatic Document Feeder AF-5

Document Feeding System	Standard Mode: 1-sided original, Single Feeding Mixed Original Detection Mode: 1-sided Mixed Original Detection
Kinds of Original	Plain paper
Original Weight	1-sided Original Mode, 2-in-1 Mode: 13-1/4 to 29-1/4 lbs. Mixed Original Detection Mode: 16 to 24 lbs. Single Feeding Mode: 9-1/4 to 41-3/4 lbs.
Original Size	1-sided Original Mode: 11" × 17"L, Legal L, Letter L, Letter C, Foolscap (8-1/4" × 13"), Invoice (5-1/2" × 8-1/2")
Capacity of Document Feed Tray	Letter or smaller: 50 sheets (21-1/4 lbs.) Larger than Legal: 30 sheets (21-1/4 lbs.)
Power Source	DC24V supplied from machine
Power Consumption	48W or less
Dimensions	Width: 23" Depth: 20-1/4" Height: 5"
Weight	26-1/2 lbs.

2Way Paper Feed Cabinet PF-207

Kinds of Paper	Plain paper, recycled paper: Weighing 16 to 24 lbs.
Copy Paper Size	3rd Drawer: 5-1/2" × 8-1/2"L to 11" × 17"L 4th Drawer: Letter L to 11" × 17"L
Paper Feeding System	Automatic feeding from drawer Total Drawer Capacity: 1,100 sheets (550 sheets × 2)
Power Source	DC24V supplied from machine
Dimensions	Width: 24" Depth: 24" Height: 15-1/4"
Weight	72 lbs.

Large Capacity Cabinet PF-114

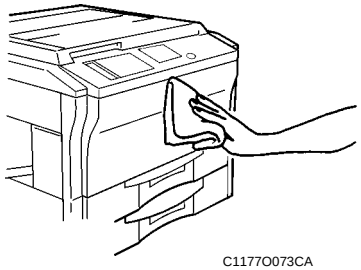
Kinds of Paper	Plain paper, recycled paper: Weighing 16 to 24 lbs.
Copy Paper Size	3rd Drawer: Letter C
Paper Feeding System	Automatic feeding from drawer Drawer Capacity: 2,700 sheets (20 lbs.)
Power Source	DC24V supplied from machine
Dimensions	Width: 24" Depth: 24" Height: 15-1/4"
Weight	75-1/2 lbs.

2. Care of the Machine

Cleaning
(Turn OFF the Power Switch of the machine when cleaning.)

Housing

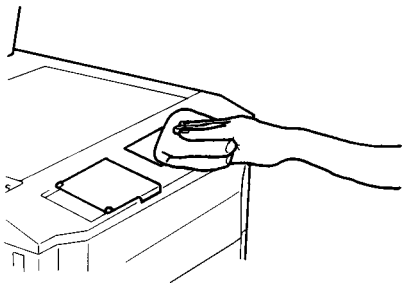
Wipe the surface of the Housing clean with a soft cloth dampened with mild home detergent.



C1177O073CA

Control Panel

Wipe the surface of the Control Panel clean with a soft, dry cloth.

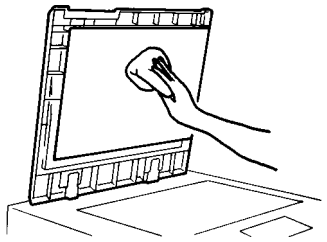


C1177O074CA

NOTE
NEVER use a glass cleaner or any other detergent to avoid damage to the Control Panel Keys and Display Panel.

Original Pad

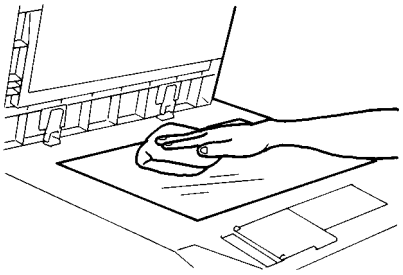
Wipe the surface of the Original Pad clean with a soft cloth dampened with mild home detergent.



1139O183

Original Glass

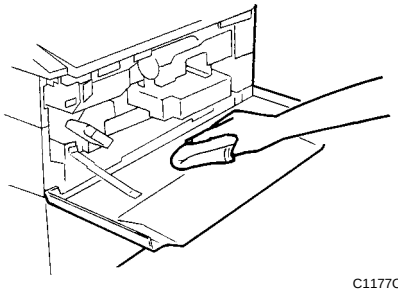
Wipe the surface of the Original Glass clean with a soft, dry cloth.



1139O184

Front Door

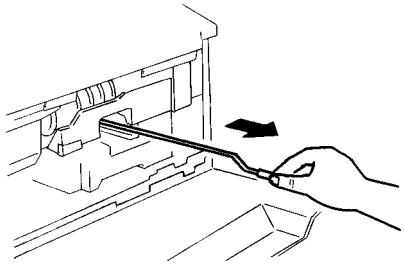
Wipe the inside of the Front Door clean with a soft cloth.



C1177O075CA

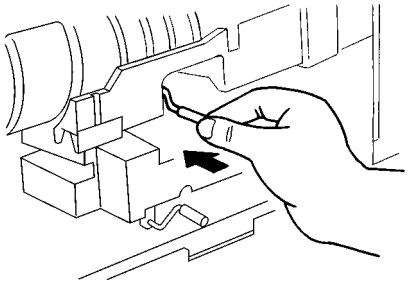
Corona Units

1 Gently slide out the Upper Corona Unit Cleaning Lever as far as it goes.



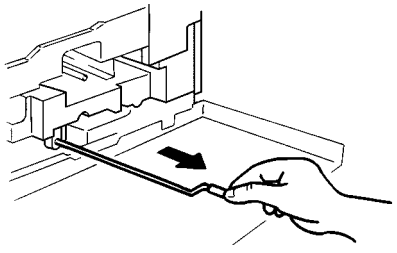
C1177O076CA

2 Gently slide the Cleaning Lever back into the original position.



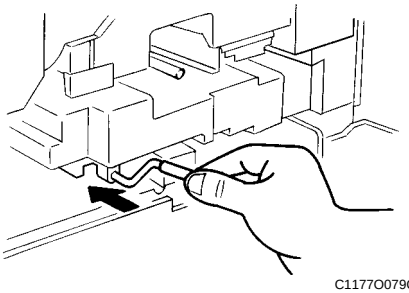
C1177O077CA

3 Gently slide out the Lower Corona Unit Cleaning Lever as far as it goes.



C1177O078CA

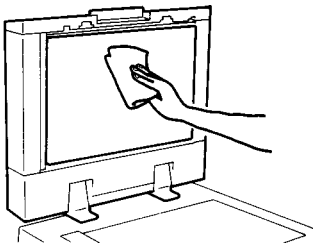
4 Gently slide the Cleaning Lever back into the original position.
Repeat steps 1 to 4 two to three times.



C1177O079CA

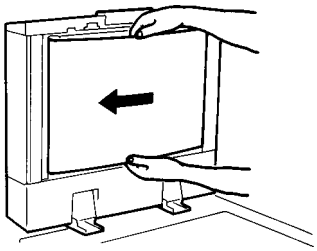
Document Transport Belt

1 Wipe the surface of the Document Transport Belt clean with a soft cloth dampened with mild home detergent.



1139O191

2 Hold the Document Transport Belt by both edges and pull it to the left to expose a fresh surface.



1151O192

3 Wipe the fresh surface clean with a soft cloth dampened with mild home detergent.

Repeat these steps until the entire surface of the Belt is wiped clean.

3. Function Combination Matrix

Function Set First (Mode A) \ Function Set Last (Mode B)		Paper Size		Zoom Ratio		Orig. ▶ Copy			Finishing						
		Auto Paper	Manual Paper Sel.	Auto Size	Zoom	1 ▲ 1	2 ▲ 1	Mixed Orig. Det.	Nonsort	Sort	Margin	Erase	Job Program	Multi Bypass	SADF
Paper Size	Auto Paper		×	×	○	○	○	○	○	○	○	○	○	×	○
	Manual Paper Sel.	×		○	○	○	×	○	○	○	○	○	○	×	○
Zoom Ratio	Auto Size	×	○		×	○	×	○	○	○	○	○	○	–	○
	Zoom	○	○	×		○	×	○	○	○	○	○	○	○	○
Orig. ▼ Copy	1 ▶ 1	○	○	○	○		×	○	○	○	○	○	○	○	○
	2 ▶ 1	○	○	○	○	×		–	○	○	–	–	○	–	×
	Mixed Orig. Det.	○	○	○	○	○	–		○	○	○	○	○	△	△
Finish-ing	Nonsort	○	○	○	○	○	○	○		×	○	○	○	○	○
	Sort	○	○	○	○	○	○	○	×		○	○	○	○	△
Margin		○	○	○	○	○	–	○	○	○		○	○	○	○
Erase		○	○	○	○	○	–	○	○	○	○		○	○	○
Job Program		○	○	○	○	○	○	○	○	○	○	○		○	–
Multi Bypass		×	×	–	○	○	×	▽	○	○	○	○	○		○
SADF		–	–	–	–	–	–	–	–	–	–	–	–	–	

○ : Indicates a combinable setting. An alert message will not appear.

× : Indicates that mode A will be canceled when mode B is enabled. An alert message will not appear.

– : Indicates that the setting cannot be combined (mode B is unavailable).

△ : Indicates that the setting is combinable but that mode A is not supported. An alert message will not appear.

▽ : Indicates that the setting is combinable but that mode B is not supported. An alert message will not appear.

4. Copy Paper Sizes and Zoom Ratio Table

Paper Size

Name	Size (Metric)	Size (Inch)
A 3	297 mm × 420 mm	11-3/4" × 16-1/2"
A 4	210 mm × 297 mm	8-1/4" × 11-3/4"
A 5	148 mm × 210 mm	5-3/4" × 8-1/4"
A 6	105 mm × 148 mm	4-1/4" × 5-3/4"
B 4	257 mm × 364 mm	10" × 14-1/4"
B 5	182 mm × 257 mm	7-1/4" × 10"
B 6	128 mm × 182 mm	5" × 7-1/4"
Post Card	100 mm × 148 mm	4" × 5-3/4"

Name		Size (Inch)	Size (Metric)
LEDGER		11" × 17"	279 mm × 432 mm
11" × 14"		11" × 14"	279 mm × 356 mm
COMPUTER		10-1/8" × 14"	257 mm × 356 mm
10" × 14"		10" × 14"	254 mm × 356 mm
9-1/4" × 14"		9-1/4" × 14"	236 mm × 356 mm
LEGAL		8-1/2" × 14"	216 mm × 356 mm
Foolscap	GOVERNMENT LEGAL	8-1/2" × 13"	216 mm × 330 mm
Foolscap		8" × 13"	203 mm × 330 mm
Foolscap		8-2/3" × 13"	220 mm × 330 mm
Foolscap	FOLIO	8-1/4" × 13"	210 mm × 330 mm
8-1/4" × 11-3/4"		8-1/4" × 11-3/4"	210 mm × 301 mm
LETTER		8-1/2" × 11"	216 mm × 279 mm
GOVERNMENT LETTER		8" × 10-1/2"	203 mm × 267 mm
QUARTO		8" × 10"	203 mm × 254 mm
STATEMENT	INVOICE	5-1/2" × 8-1/2"	140 mm × 216 mm

Zoom Ratio Table (Original Size to Copy Paper Size)

Metric Areas		
Original Size	Copy Paper Size	Zoom Ratio
A 3 297 × 420 mm 11-3/4" × 16-1/2"	A 4	× 0.707
	A 5	× 0.500
	B 4	× 0.866
	B 5	× 0.610
A 4 210 × 297 mm 8-1/4" × 11-3/4"	A 5	× 0.707
	A 6	× 0.500
	B 5	× 0.866
	B 6	× 1.224
	A 3	× 1.414
	B 4	× 1.224
A 5 148 × 210 mm 5-3/4" × 8-1/4"	A 6	× 0.707
	B 6	× 0.866
	A 4	× 1.414
	A 3	× 2.000
	B 4	× 1.733
	B 5	× 1.224
A 6 105 × 148 mm 4-1/4" × 5-3/4"	A 4	× 2.000
	A 5	× 1.414
	B 5	× 1.733
	B 6	× 1.224
B 4 257 × 364 mm 10" × 14-1/4"	A 4	× 0.816
	A 5	× 0.577
	B 5	× 0.707
	B 6	× 0.500
	A 3	× 1.154
B 5 182 × 257 mm 7-1/4" × 10"	A 5	× 0.816
	A 6	× 0.577
	B 6	× 0.707
	A 3	× 1.640
	A 4	× 1.154
	B 4	× 1.414
B 6 128 × 182 mm 5" × 7-1/4"	A 6	× 0.816
	A 4	× 1.640
	A 5	× 1.154
	B 4	× 2.000
	B 5	× 1.414

Inch Areas		
Original Size	Copy Paper Size	Zoom Ratio
11" × 17" 279.4 × 431.8 mm	11" × 14"	× 0.823
	Legal	× 0.772
	Foolscap	× 0.764
	Letter	× 0.647
	Invoice	× 0.500
11" × 15" 279.4 × 381 mm	11" × 14"	× 0.933
	Legal	× 0.772
	Foolscap	× 0.722
	Letter	× 0.733
	Invoice	× 0.500
11" × 14" 279.4 × 355.6 mm	Legal	× 0.772
	Foolscap	× 0.772
	Letter	× 0.772
	Invoice	× 0.500
Legal 8-1/2" × 14" 215.9 × 355.6 mm	Legal	× 0.928
	Foolscap	× 0.785
	Letter	× 0.607
	Invoice	× 1.214
Foolscap 8-1/2" × 13" 215.9 × 330.2 mm	Foolscap	× 0.846
	Letter	× 0.647
	Invoice	× 1.294
	11" × 17"	× 1.076
Letter 8-1/2" × 11" 215.9 × 279.4 mm	Invoice	× 0.647
	11" × 17"	× 1.294
	11" × 14"	× 1.272
Invoice 5-1/2" × 8-1/2" 139.7 × 215.9 mm	11" × 17"	× 2.000
	11" × 14"	× 1.647
	Legal	× 1.545
	Foolscap	× 1.529
	Letter	× 1.294

Zoom Ratio = Copy Paper Size ÷ Original Size

1"(inch) = 25.4 mm

1 mm = 0.0394"(inch)

Appendix

Index

Index

1-sided ▶1-sided p. 3-18
1-sided ▶1-sided (2in1) p. 3-18
1st Drawer pp. 2-3, 5-2
2-in-1 Mode p. 3-19
2nd Drawer pp. 2-3, 5-3
2Way Paper Feed Cabinet pp. 2-2, 2-5, 7-3
3rd Drawer pp. 2-5, 5-3, 5-4
4th Drawer pp. 2-5, 5-3

A

Add Paper Indicator pp. 2-8, 5-2
Add Toner Indicator pp. 2-8, 5-5
AP/AS/Manual Priority p. 4-5
Auto Drawer Switching p. 3-13
Auto Exposure Mode p. 3-16
Auto Panel Reset for Plug-In Counter p. 4-7
Auto Panel Reset Function p. 2-10
Auto Panel Reset ON/OFF p. 4-7
Auto Paper Mode p. 3-12
Auto Size Mode p. 3-14
Automatic Document Feeder pp. 2-5, 3-6, 7-3

B

Basic Copying Overview p. 3-2

C

Call-Tech.-Rep. Indicator pp. 2-8, 5-14
Care of the Machine p. 7-4
Clear Key p. 2-6
Control Panel p. 2-6
Copy Paper Size p. 3-12
Corona Unit Cleaning Lever pp. 2-4, 7-5

D

Default Auto Exposure Level p. 4-6
Default Exposure Level p. 4-6
Default Exposure Mode p. 4-6
Display Panel p. 2-8
Drum Dehumidifier Function p. 4-3

E

Energy Saver Mode p. 2-10
Energy Saver ON Timing p. 4-7
Erase Mode p. 3-23

F

File Margin Mode p. 3-22
Finishing Modes p. 3-20
Fixed Zoom Ratios p. 3-15
Function Combination Matrix p. 7-6

I

Image Density p. 3-16
Initial Mode p. 2-9
Installing the Machine p. 1-2

J

Job Memory p. 2-11

K

Keypad Input Zoom Mode p. 3-15

L

Language p. 4-8
Large Capacity Cabinet pp. 2-2, 2-5, 7-3

M

Machine Parts and Accessories p. 2-3
Manual Bypass Copying p. 3-10
Manual Exposure Mode p. 3-16
Manual Selection p. 3-12
Message Display p. 2-8
Meter Count p. 4-2
Misfeed Clearing Procedures p. 5-9
Misfeed Indicator pp. 2-8, 5-8
Mixed Original Detection Mode p. 3-7
Mixed Original Detection p. 4-4
Multi Bypass Tray pp. 2-3, 3-10

N

Nonsort Mode p. 3-20

O

Options p. 2-5
Original ▶Copy Type p. 3-18

P

Panel Reset Key p. 2-6
Panel Resetting p. 2-10
Paper Size p. 7-7
Photo Mode p. 3-17
Placing Originals p. 3-4
Power Switch pp. 2-3, 2-9
Precautions for Use p. 1-3
Priority Paper Size/Source p. 4-5

R

Replacing the Toner Bottle p. 5-5

S

Single Automatic Document Feeding Mode p. 3-8
Size Counter p. 4-2
Sleep Disabled Mode p. 4-5
Sleep Function p. 2-10
Sleep Mode Timing p. 4-8
Sort Mode p. 3-20
Special Paper Mode p. 4-9
Specifications p. 7-2
Start Key p. 2-6
Stop Key p. 2-6
System Overview p. 2-2

T

Toner Replenisher Function p. 4-3
Total Counter p. 4-2
Troubleshooting Chapter 6
Turning the Machine ON/OFF p. 2-9

U

User's Choice p. 4-4
User's Choice Mode Settings p. 4-10

Z

Zoom from Memory Input Mode p. 4-9
Zoom Ratio p. 3-14
Zoom Ratio Table p. 7-8

Copyright
1999 MINOLTA CO., LTD.
Printed in China

The information contained in this manual is subject to change without notice to incorporate improvements made on the product or products the manual covers.

MINOLTA CO., LTD.
Image Information Products Marketing Headquarters
3-13, 2-Chome, Azuchi-Machi, Chuo-ku, Osaka 541-8556, Japan

1999. 9